

MANUAL OF THE
BOARD OF EDUCATION
1884 - 5

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MANUAL
OF THE
BOARD OF EDUCATION
OF THE
CITY OF HOBOKEN;
NEW JERSEY.

ANNUAL REPORT
TO THE
COUNCIL
OF THE
CITY OF HOBOKEN, NEW JERSEY,
FROM THE
BOARD OF EDUCATION.

NEW YORK :
E. P. CRINGLE, Printer, 22 Bond Street.
1885.

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OFFICERS OF THE BOARD,

◁1884-5▷

President.

JOHN REID.

Clerk.

LEWIS R. McCULLOCH.

Treasurer.

JAMES HARKSON.

Superintending Principal.

DAVID E. RUE.

NAMES, RESIDENCES, AND TERMS OF OFFICE —OF THE— MEMBERS OF THE BOARD OF EDUCATION.

WARD.	NAMES.	TERM EXPIRES.	RESIDENCES.
First,	LEWIS R. McCULLOCH,	May 1, 1885,	24 Hudson St., Hoboken.
"	EDWIN W. GRITTEN,	" " 1887,	69 Park Ave., "
"	WILLIAM WOLFF,	" " 1886,	27 Washington St., "
Second,	JOHN REID,	" " 1885,	397 Bloomfield St., "
"	CORNELIUS KIEL, JR.,	" " 1886,	163 Washington St., "
"	THOMAS H. McCANN,	" " 1887,	338 Washington St., "
Third,	CHARLES W. BENSON,	" " 1885,	249 Garden St., "
"	JOHN H. BAHRENBURG,	" " 1886,	68 Ninth St., "
"	HENRY HODGES,	" " 1887,	342 Willow St., "
Fourth,	ANDREW BLACKBURN,	" " 1885,	12 Ferry St., "
"	THOMAS A. HATFIELD,	" " 1886,	142 Second St., "
"	JAMES HARKSON,	" " 1887,	102 Adams St., "

STANDING COMMITTEES.

Teachers, Salaries and School Government.

HATFIELD,	KIEL,	McCANN.
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Supplies.

KIEL,	HODGES,	BENSON.
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Repairs.

BLACKBURN,	McCANN,	WOLFF.
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Normal School Examination.

GRITTEN,	HODGES,	HATFIELD.
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Library.

McCANN,	BENSON,	BAHRENBURG,	BLACKBURN.
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School Buildings and Furniture.

HODGES,	BENSON,	WOLFF.
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Auditing.

BAHRENBURG,	WOLFF,	GRITTEN.
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SPECIAL COMMITTEE ON MANUAL.

CHARLES W. BENSON,
CORNELIUS KIEL, JR.,
EDWIN W. GRITTEN.

OFFICERS OF THE BOARD OF EDUCATION

From the Organization to up to date.

Date	Presidents.	Clerks.	Treasurers.
1865	N. A. WOOD	BRADLEY H. BALDWIN	WILLIAM H. WILSON
1866	WARREN A. JACKSON	" "	" "
1867	PETER RITTER	JOHN W. BOYCE	" "
1868	ROMEO F. CHABERT	SAMUEL W. CAREY	PETER H. EDMONDSON
1869	WILLIAM T. HOFFMAN	" "	BETHUEL N. CRANE
1870	" "	GEORGE G. COOPER	WILLIAM C. HARP
1871	" "	" "	" "
"	" "	FERDINAND LUTHIN	" "
1872	EDWARD G. BROWN	" "	" "
1873	" "	ROBERT H. ALBERTS	" "
1874	" "	" "	" "
1875	" "	" "	" "
1876	" "	" "	" "
1877	EDWIN J. KERR	NESTOR AYMONG	" "
1878	" "	" "	JAMES HARKSEN
"	*ALBERT BOGERT	*JOHN J. KIERNAN	" "
1879	WILLIAM T. HOFFMAN	LEWIS R. McCULLOCH	" "
1880	STEPHEN T. MUNSON	" "	ISAAC INGLESON
1881	" "	" "	" "
"	**FRED. BELZ	" "	" "
1882	†EDWIN W. GRITTEN	" "	" "
1883	" "	" "	JAMES HARKSEN
1884	JOHN REID	" "	" "
1885	" "	" "	" "

* For one evening.

** From May 1, 1882, to Sept. 11, 1882.

† From Sept. 11, 1882.

ORDINANCES.

I.

AN ORDINANCE

TO ESTABLISH A BOARD OF EDUCATION AND DEFINE ITS DUTIES.

The Mayor and Council of the City of Hoboken do ordain as follows :

§ 1. The Board of Trustees of Common Schools shall meet at the School Building on the first Monday in May, at eight o'clock in the evening, and shall proceed to organize by electing one of their number as President, and another as Clerk, and one as Treasurer, and a majority of said members shall be competent to transact the business of said Board. Said Board shall meet for general business at least once in each month.

§ 2. The said Board of Education shall have the general management and control of the Public Schools now established and hereafter to be established in Hoboken, and of all the property therein contained or appertaining thereto, and shall have power, and it shall be their duty, to make Rules of Order and By-Laws for the government of the Board, its members and committees, and general regulations to secure proper economy and accountability in the school moneys; to supervise, manage and govern the Public Schools in Hoboken, and from time to time make all needful rules and regulations thereof; to direct the course of public studies, provide in all things for the good government and management of the Public Schools; to purchase books, apparatus, stationery, and other things necessary and expedient to enable the said Public Schools to be properly and successfully conducted, to keep the school building or buildings properly repaired and furnished, and to fix the number and compensation of the teachers to be employed therein, and select and employ such teachers; but all supplies which shall be procured by said Board, exceeding in amount one hundred dollars, shall be obtained by contract, proposals for which shall be advertised for in one or more of the public newspapers.

§ 3. The Board of Education may provide evening schools for those whose ages or avocations are such as to prevent their attending the day schools, in such of the schools houses or other buildings used for school purposes, as they may from time to time deem expedient.

§ 4. It shall be the duty of the said Board of Education:

FIRST—To examine and inspect each of the schools at least twice in each year, and oftener, if necessary, and on or before the first day of April to make and transmit to the Council a report in writing, in which they shall set forth the condition of the several school buildings, and whether any, and if any, what repairs, alterations or modifications of these buildings seem to be necessary.

SECOND—Whether they are kept clean and in good order.

THIRD—In what manner they are heated and ventilated, and how effectual the means used are in producing the result desired.

FOURTH—The studies pursued.

FIFTH—The punctuality of attendance of the scholars and teachers.

SIXTH—The progress of the classes in their studies.

SEVENTH—The order, attention and general appearance of each school.

EIGHTH—The length of each morning and afternoon session, and the number and length of recesses allowed.

NINTH—The number of scholars who shall have been admitted and taught in each school and discharged therefrom during the preceding year, and the average number that have actually attended each school during said year.

TENTH—The number and qualifications of the teachers, and such other matters as, in their opinion, are important to ensure the discipline or extend the usefulness of the schools.

§ 5. The Treasurer of said Board shall be required to enter into bonds, in two or more sureties, in the sum of two thousand dollars, to the Mayor and Council, before entering upon the duties of his office.

§ 6. The said Board shall examine and audit all claims for school purposes and salaries, and shall, monthly, present a claim for the aggregate amount of the same to the Council, who shall thereupon order a warrant to the order of the Treasurer of the Board of Education, whose duty it shall be to pay the said claims and salaries in the manner directed by the Board of Education; and it shall be the duty of the Board of Education to make a quarterly statement in detail to the Council of all moneys expended by them during said quarter.

§ 7. The Board of Education, on or before the first day of March in each year, shall make a particular statement, in writing, to the Council of the amount of money that will be required during the fiscal year for school purposes, and altering, repairing, furnishing or building school houses; and in no one year shall the money expended or liabilities incurred for school purposes, or for building, altering, repairing or furnishing school houses, either by the Board of Education or the Council, exceed the amount authorized to be raised by tax in each year for those purposes.

§ 8. The said Board of Education shall observe and carry into full effect all ordinances adopted by the Mayor and Council of Hoboken, and all resolutions respecting the matters provided for by this ordinance, which shall be passed by the Council and approved by the Mayor in the manner provided for in the city charter for the approval of ordinances by him.

§ 9. No member of said Board of Education shall be interested directly or indirectly in any contract, payments under which are to be made, in whole or in part, out of moneys derived from any school fund, or raised by taxation for the support of common schools.

§ 10. The said Board of Education shall not adopt or establish any rule or regulation by which any child or children residing in Hoboken, between the ages of five and seventeen years, shall, except for misconduct, be prevented from attending the public schools in said city without any cost or expense whatever.

§ 11. There shall be provided and kept in each school, by the principal teacher thereof, necessary blank books, in which shall be entered by such teacher, the names, residences and ages of the scholars attending school, and the number of days they shall have respectively attended, the absences of any or either of the teachers in such school, and the alleged cause thereof, and also the names of all persons visiting such school and the time of such visiting; which books shall at all times be kept open for the inspection of any person or persons who may desire to inspect the same.

§ 12. All ordinances and parts of ordinances relating to Public Schools, heretofore passed, be and they are hereby repealed. Passed April 29, 1865.

R. A. REED, Chairman of the Council

Approved May 4, 1865.

JOHN KENNEDY, City Clerk.

FRED. B. OGDEN, Mayor.

II.

AN ORDINANCE

TO AMEND "AN ORDINANCE TO ESTABLISH A BOARD OF
EDUCATION AND DEFINE ITS DUTIES," APPROVED

MAY 4, 1865.

The Mayor and Council of the City of Hoboken do ordain as follows :

§ 1. The Board of Education shall hereafter have power to pay a yearly salary to the Secretary of said Board not exceeding one hundred and fifty

dollars, and a yearly salary to the Treasurer of said Board not exceeding one hundred dollars; said salaries to be paid out of the moneys appropriated for school purposes.

Passed June 19, 1867.

THEODORE S. PARKER,
Chairman of the Council.

Approved June 20, 1867.

F. W. BOHNSTEDT, Mayor.

Attest. JOHN KENNEDY, City Clerk.

III.

AN ORDINANCE
TO AMEND "AN ORDINANCE CREATING A BOARD OF
EDUCATION."

The Mayor and Council of the City of Hoboken do ordain as follows :

§ 1. That the Board of Education shall hereafter have power to pay a yearly salary to the Secretary of said Board not exceeding the sum of four hundred dollars, said salary to be paid out of the moneys appropriated to school purposes.

§ 2. That all ordinances and parts of ordinances inconsistent with the provisions of this ordinance, be and the same are hereby repealed.

Passed September 13, 1870.

THEODORE S. PARKER,
Chairman of the Council.

Approved September 14, 1870.

HAZEN KIMBALL, Mayor.

Attest, FRED E. ROWALD, City Clerk.

IV.

A SUPPLEMENT TO AN ACT ENTITLED: "AN ACT TO
INCORPORATE THE CITY OF HOBOKEN,"
APPROVED MARCH 28th, 1855.

§ 1. AND BE IT ENACTED, That the Board of Education hereafter to be elected in the City of Hoboken, shall, at their first meeting after their election, divide the Trustees of each ward into three equal classes, one of which shall

go out of office at the expiration of the first year; one at the expiration of the second year, and one at the expiration of the third year, which division shall be made by lot; and that at each succeeding charter election thereafter, the said wards shall, respectively, elect one person as Trustee for said ward, who shall hold his office for three years; and in case of death or disability of any Trustee, a person shall be elected to serve the unexpired term at the next charter election; and that any Trustee removing from the ward wherein he was elected, shall be disabled within the meaning of this act.

Approved March 27, 1874.

V.

AN ORDINANCE

TO AMEND AN ORDINANCE, "TO ESTABLISH A BOARD OF
EDUCATION, AND TO DEFINE THEIR DUTIES,"

The Mayor and Council of the City of Hoboken do ordain as follows:

§ 1. The Board of Education shall have power to prescribe rules for the prevention of contagious diseases.

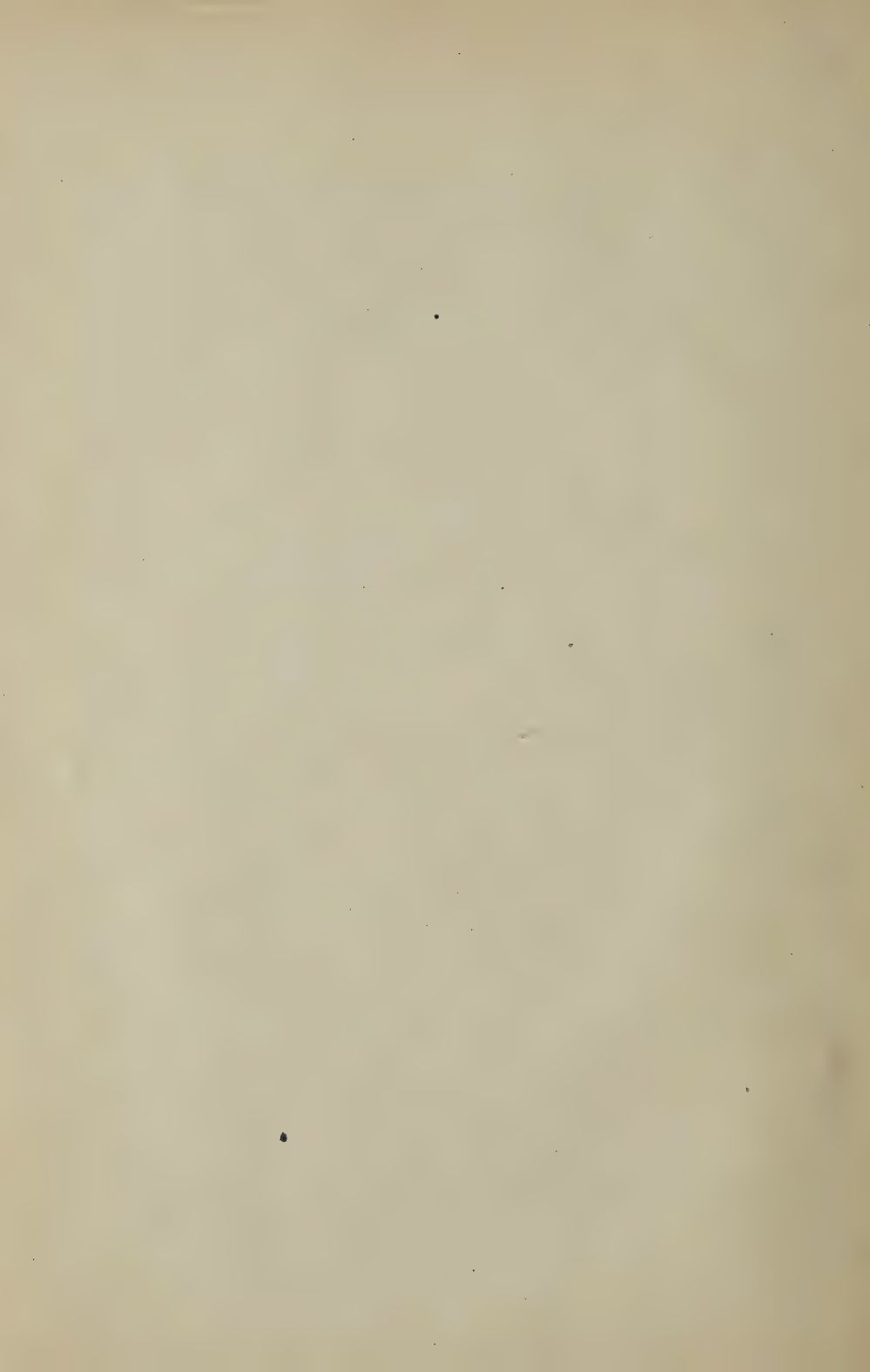
§ 2. All ordinances and parts of ordinances conflicting with the above section, be, and the same are hereby repealed.

Passed April 25, 1876.

GEORGE J. DUCKER, City Clerk.

Approved April 28, 1876.

JOSEPH RUSSELL, Mayor.



BY-LAWS

OF THE

BOARD * OF * EDUCATION.

ARTICLE I.

§ 1. The Officers of the Board of Education shall consist of a President, (who shall be *ex officio* a member of all committees), a Clerk and a Treasurer. The meetings of the Board shall be held in Public School Building No. 4, on Park Avenue (unless otherwise ordered by the Board), on the second and last Mondays of each month, at 8 o'clock, P. M.

§ 2. Special meetings may be called by the President or Clerk, upon the written request of any three members of the Board. Notice of such special meeting shall be given to each member, which shall distinctly state the subject matter to be acted upon at such special meeting.

§ 3. In May of each year the President shall appoint the following Standing Committees, unless otherwise ordered by the Board, viz.: A Committee on Teachers, Salaries and School Government; A Committee on Repairs; A Committee on Supplies; A Committee on Normal School Examination; A Committee on Audit; A Committee on School Buildings and Furniture; A Library Committee; and such other Committees as the Board may deem expedient.

ARTICLE II.

DUTIES OF THE PRESIDENT.

§ 1. The President shall preside at all meetings of the Board; appoint all Committees unless otherwise ordered by the Board; and it shall be his duty to enforce order, strict decorum, obedience to the rules and regulations of this Board, and perform such other duties as usually appertain to that office.

§ 2. In case of the absence of the President, the Board shall appoint one of their number President *pro tempore*. Such presiding officer shall not have power to sign warrants or appoint Standing Committees unless directed to do so by a two-third vote of the Board at a regular meeting.

ARTICLE III.

DUTIES OF THE CLERK.

§ 1. It shall be the duty of the Clerk to keep a record of the proceedings of the Board of Education, and notify the members in writing of all special meetings. He shall keep a Warrant Book, and all warrants drawn shall be numbered and made payable to the person or persons entitled to receive the same, and before the delivery of the warrants so drawn, he shall enter on the margin of the aforesaid Warrant Book the number, date and amount of the same, for what purpose drawn, the date of the order of resolution authorizing the same, the name of the person or persons to whose order the same is made payable, and take a receipt therefor. He shall keep an account of the expenditures of the several schools under charge of the Board of Education. He shall also keep a book wherein all financial transactions of the Board shall be fully noted, and have each account kept separately. He shall be punctual in his attendance at the meetings of the Board, and also at the regular Committee meetings, and in case of his absence, he shall send all necessary books and papers, and perform such other duties as the Board may direct.

§ 2. All books (except the Treasurer's) receipts and papers of the Board of Education, shall be in the custody of the Clerk (unless otherwise ordered by the Board) who shall be held responsible for the same.

ARTICLE IV.

DUTIES OF THE TREASURER.

§ 1. It shall be the duty of the Treasurer to keep a correct account of all the moneys received and disbursed by him, on account of the Board of Education; and he shall make in writing, a semi-annual report in detail, to the Board, of all receipts and expenditures; he shall promptly cash all warrants drawn upon him, in accordance with the regulations of the Board. Previous to passing resolutions ordering drafts on the Council he shall state to the Board what balance, if any, remains over in his hands.

§ 2. No money shall be paid out of the Treasury except on a warrant, signed by the President, and countersigned by the Clerk of the Board; and no warrant shall be drawn on the Treasurer by said officers except in pursuance of an order by the Board of Education, passed at a meeting of the Board, and entered on the minutes thereof.

ARTICLE V.

DUTIES OF COMMITTEE ON TEACHERS, SALARIES AND SCHOOL GOVERNMENT.

§ 1. All applications for teachers or janitors of the schools, shall be referred to the Committee on Teachers, Salaries and School Government, who shall examine into the qualifications of the applicants and report thereon to the

Board, after hearing which the Board may proceed to make appointments. The said Committee shall also see to the execution of the various instructions and rules of the Board, in reference to the order and government of the schools under their jurisdiction, through the Superintending Principal. This Committee shall hear and examine into all complaints, whether from teachers, parents or janitors, and report thereon monthly, or oftener, if required. They may also recommend such changes in the relation of teachers or janitors, and in the formation of new classes, as in their judgment may be deemed expedient.

§ 2. No appointment or removal of any Teacher, Monitor or Janitor, shall be made, or salaries increased or decreased, except by a two-third vote of the full Board. This Committee shall also examine into and report on all absences of teachers, unless otherwise ordered by the Board.

§ 3. All propositions for the introduction of new books into any of the schools, shall be referred to this Committee, who shall examine said books and report to the Board. It shall also have supervision of the studies pursued in the Schools, and report from time to time such changes as it may deem necessary, and what new studies, in its opinion, it is expedient to introduce, or old studies to discontinue, but such Committee shall be guided by the course of studies adopted by this Board. No change in books or studies shall be authorized unless by a vote of the Board.

§ 4. This Committee shall not recommend any Applicant for the position of teacher or monitor who is under the age of eighteen, and in all appointments of teachers in the public schools—all other qualifications being equal—preference shall be given to the oldest applicants, who have passed a favorable examination during the last two years, are members of the Normal School, and residents of Hoboken.

§ 5. This Committee shall have power to regulate the sessions of the schools, in stormy weather, as may seem judicious and for the best interests of the schools.

ARTICLE VI.

COMMITTEE ON REPAIRS.

§ 1. The Committee on Repairs shall have power to make such repairs—in buildings and furniture, under the jurisdiction of the Board, as it may deem necessary. When it is determined to alter or repair said buildings or furniture, the same shall be done under supervision of this Committee, unless otherwise ordered. This Committee shall in all cases where possible, have estimates for work by at least three parties, and give it to the lowest bidder, all things being equal.

§ 2. No repairs shall be made without a written order signed by at least two members of this Committee, said order shall specify the work to be done. It shall be attached to the bill for the work; and no claim for work or repairs shall be entertained by the Board unless such order, duly signed, is attached to the claim.

§ 3. All bills for work or repairs must be endorsed as correct by at least two members of this Committee.

§ 4. This Committee shall make a written report to the Board at its next meeting, of any new work or repairs ordered since its last session.

ARTICLE VII.

COMMITTEE ON SUPPLIES.

§ 1. All applications for supplies not exceeding in cost the sum of \$100, urgently required before the next meeting of the Board, must be made to the Committee on Supplies, and said Committee shall have power to furnish the same, and it shall be their duty to report the same to the Board at the next meeting thereafter. No supplies shall be furnished to any of the schools unless ordered by a majority of the Committee, after they have examined into the necessity for said supplies.

ARTICLE VIII.

NORMAL SCHOOL EXAMINING COMMITTEE.

§ 1. It shall be the duty of the Normal School Examining Committee to hold such examinations and make such reports as are required by the rules adopted by the Board, governing the Normal School.

ARTICLE IX.

AUDITING COMMITTEE.

§ 1. It shall be the duty of the Committee on Audit to examine into and certify to the correctness of such bills and pay rolls as the Board may refer to it. It shall also examine the accounts of the Clerk and Treasurer, and report thereon semi-annually, or oftener, if directed to do so.

ARTICLE X.

COMMITTEE ON SCHOOL BUILDINGS AND FURNITURE.

§ 1. It shall be the duty of this Committee to confer with the Committee on Public Grounds and Buildings of the Council, and recommend such plans for the construction and ventilation of new buildings as may be considered best.

§ 2. It shall have a general supervision over the school buildings, and recommend to the Board from time to time such alterations and improvements for said buildings as they may deem necessary.

§ 3. It shall also supervise the purchase of new furniture—the usual rule as to advertising, etc., being complied with.

ARTICLE XI.

COMMITTEE ON LIBRARY.

§ 1. This Committee shall have charge of the Public School Free Library, and make rules and regulations not otherwise provided for, in regard to the distribution and care of the books, etc., subject to the approval of the Board of Education. This Committee shall see that the Rules made for the Librarian, entitled, "Duties of Librarian," are faithfully carried out.

ARTICLE XII.

§ 1. All Standing Committees shall meet on the Thursday evening preceding the regular meeting of the Board. When such Committees report it shall be in writing, and all necessary details shall be given. These Committees may from time to time change their regular evening for meeting. If such is done, notice must be given at a regular meeting of the Board, when it will be noted on the minutes.

ARTICLE XIII.

§ 1. When the Standing Committees fix upon a regular evening for meeting—which they shall do immediately upon their organization—they shall post a notice in the Board-room in a conspicuous place giving information as to their time and place of meeting. If convenient all Committees should meet in the Board-room. To authorize a Committee's work, it must be signed by a majority of the Committee, as the case may be.

ARTICLE XIV.

§ 1. Any portion of these articles, viz.: The By-Laws, the Rules of Order, the Rules and Regulations for the Government of the Schools, and the Course of Studies in the Schools, may be amended at a regular meeting by submitting such amendment in writing at a previous meeting with at least two weeks' time intervening. Such Amendment may be made if two-thirds of a full Board concur. The vote shall be by Yeas and Nays, and shall be recorded on the minutes.

§ 2. Any portion of the Rules of Order may be suspended by a two-thirds vote for a specified purpose, and for one meeting only. After action is taken on the question for which the section was suspended, the Rules shall be considered in their previous form and force.

§ 3. A By-Law, a Rule or Regulation for the Government of the Schools, or any part of the Course of Studies, shall not be suspended. If a desire to change any of them exists, it must be done in the form and by the process of Amendment as specified in Art. 14, Sec. 1.

Section in Rules of Order.	PARLIAMENTARY CHART, MOTIONS, &c.	Debateable.	Not Debateable.	Majority vote.	Cannot be Amended.	Cannot be Reconsidered.	Requires $\frac{2}{3}$ vote.	Need not be seconded.	In order, when another holds the floor.
3	Adjourn.....	0	*	*	*	*	0	0	0
0	Adjourn. Fix time to.....	*	0	*	0	0	0	0	0
3	Amendment to a Motion.....	*	0	*	0	0	0	0	0
0	Amendment to an Amendment.....	*	0	*	*	0	0	0	0
7	Appeal to the House.....	*	0	*	*	0	0	0	*
5	Call for Yeas and Nays.....	0	*	0	*	*	0	0	0
0	Call to order.....	0	*	0	*	0	0	*	*
0	Close debate.....	0	*	0	0	0	*	0	0
3	Commit (Same as Amend)	*	0	*	0	0	0	0	0
0	Extend time for debate	0	*	*	0	0	0	0	0
3	Lie on the table.....	0	*	*	*	*	0	0	0
0	Limit debate.....	0	*	*	0	*	0	0	0
0	Orders of day (Election, &c.).....	0	*	*	*	0	0	*	*
0	Postpone to a certain time	0	*	*	*	0	0	0	0
0	Postpone indefinitely	*	0	*	0	0	0	0	0
4	Previous Question.....	0	*	*	*	0	0	0	0
6	Reconsider.....	0	*	*	*	0	0	0	0
3	Refer (Same as Commit)	*	0	*	0	0	0	0	0
0	Special Order. To make a	*	0	*	0	*	0	0	0
0	Take from the table	0	*	*	*	*	0	0	0
0	Take up a question out of order.....	*	0	*	0	0	0	0	0
0	Withdrawal of a Motion.....	0	*	*	0	0	0	0	0
By-Laws.	Appoint, Remove or Transfer Teachers	*	0	0	0	0	*	0	0
	Amend the Rules of Order	*	0	0	0	0	*	0	0
	Amend the By-Laws.....	*	0	0	0	0	*	0	0
	Amend Rules for School Government.....	*	0	0	0	0	*	0	0
	Elect Officers	0	*	*	*	*	0	*	*
	Pay Bills.....	0	*	0	0	0	0	0	0
	Suspend a Rule of Order.....	*	0	0	0	0	*	0	0

EXPLANATION:—A Star shows that the rule heading the column in which the star is found, applies to the motion opposite to which it is placed. A Cipher shows that the rule heading the column does not apply. The numbers in the left column apply to Sections in Rules of Order.

RULES OF ORDER.

§ 1. No motion shall be entertained unless seconded. The name of the member making a motion shall be entered on the minutes. Every resolution offered, or report made shall be presented in writing, unless otherwise determined by the Board by a two-third vote.

§ 2. When two or more members rise at the same time, the President shall decide which is entitled to the floor.

§ 3. When a question is before the Board no motion shall be entertained, unless :

1st—To adjourn.

2nd—The previous question.

3rd—To lay on the table.

4th—To postpone.

5th—To refer.

6th—To amend.

They shall take precedence in the foregoing order, and the first three shall be decided without debate.

§ 4. When the previous question has been ordered, it shall preclude all debate and motions, and the question shall be taken on the pending amendments in their proper order.

§ 5. The yeas and nays shall be taken when called for by any two members, and recorded in the minutes.

§ 6. A motion to reconsider may be made at the same meeting, or the next meeting thereafter, by any member who voted with the majority or prevailing side ; but no motion for a reconsideration a second time shall be entertained.

§ 7. On an appeal from the decision of the President, a tie vote shall sustain the Chair.

§ 8. Every member shall have the privilege of speaking twice, for five minutes each time, upon any question under consideration, but not oftener, unless by consent of a majority of the members present, or by permission of the President. When an amendment is offered and seconded, a member may speak again—once.

§ 9. All protests against the proceedings of the Board, if couched in respectful language, shall be received and entered in full upon the minutes.

§ 10. All resolutions or motions which require a two-third vote to pass, shall not be rescinded or reconsidered unless by the same vote which was required for their original adoption.

§ 11. For further parliamentary practice, "Cushing's Manual" shall be the standard.

ORDER OF BUSINESS.

1. Calling the roll of members.
2. Reading minutes of last meeting.
3. Communications from Superintending Principal, or Principals.
4. Presentation of Communications.
5. Presentation of proposals and bids.
6. Presentation of Claims.
7. Reports from Standing Committees in their order, viz. :
 - Committee on Teacher's Salaries and School Government.
 - “ Repairs.
 - “ Supplies.
 - “ Normal School Examination.
 - “ School Buildings and Furniture.
 - “ Library.
 - “ Audit.
8. Reports from Special Committees.
9. Unfinished business.
10. New business.

The order of the above may be changed to suit the convenience of the Board, by the President, or by a majority vote of those present. All the items, however, should be named from the Chair at some stage of each evening's proceedings.

RULES AND REGULATIONS

—FOR THE—

GOVERNMENT OF THE SCHOOLS.

SUPERINTENDING PRINCIPAL.

RULE I.

The Male Principal who shall have been longest in the employment of the Board of Education shall be known as the Superintending Principal.

RULE II.

In addition to his duties as Principal of the school, it shall be his duty to collate and prepare the reports of the several principals ; also the different requisitions for supplies, repairs, furniture, &c., and submit the same in proper form to the Board of Education at their regular meetings. He shall also prepare the monthly pay-roll, submitting the excuses, &c., to the Committee on Teachers, Salaries and School Government.

RULE III.

He shall see that the Rules and Regulations—made and provided by the Board of Education—for the government of the schools are observed and carried out, and he shall report every omission, with the circumstances attending the same, and the name or names of the offenders to the proper Committee, or to the Board of Education.

RULE IV.

He shall prepare such reports as are required by the laws and ordinances, for the State, County and Municipal Authorities. He shall keep a record of teachers' positions in the schools, and be prepared to give correct information relative to promotions, &c., to the Committee on Teachers, Salaries and School Government.

RULE V.

He shall attend all meetings of the Board of Education ; of the Committee on Teachers, Salaries and School Government ; also meetings of such other Committees as may request him, and impart such information in relation to the Schools as may be required.

RULE VI.

He shall, from time to time, and as often as practicable, and at least once each month, visit each School and inspect the classes and advise teachers relative to discipline and manner of giving instruction. His instructions to teachers in any School shall be given through the Principal of such School. He may, however, make such inquiries of individual teachers relative to their work as he may deem necessary.

RULE VII.

He shall make any temporary arrangements relative to the Schools, or the convenience of the teachers as emergency may require. He shall report such action to the proper Committee at once, or to the Board at its next meeting.

RULE VIII.

He may (with the advice and consent of the Committee on Teachers, Salaries and School Government) suspend any teacher, janitor, or other employee of the Board, for wilful and persistent violation of the Rules of the Board, or neglect of duty. He shall report such suspension—with a circumstantial and full statement of the offence—to the Committee on Teachers, Salaries and School Government, or to the Board at its next meeting.

RULE IX.

He shall take cognizance of any difficulty which may have arisen between the teachers and parents or guardians of the pupils, which the Principal has been unable to settle, or which he may have overlooked. He shall also give advice, and arbitrate where any difficulty may arise between teachers relative to the School government, or the instruction in the Schools.

RULE X.

He shall report to the Board, along with the Pay-roll, the names of absentees during the month, the number of days absent, and the amounts deducted for absence, giving the aggregate for each School.

RULE XI.

He shall attend and conduct such examinations as the Rules or the Board of Education may require, and perform such other duties and exercise such powers as the Board may assign to him.

RULE XII.

Any teacher or other person aggrieved by any decision of the Superintending Principal may appeal in writing to the Board of Education, which shall finally decide upon the matter and appeal.

In the absence of the Superintending Principal, the next Principal longest in service shall officiate for the time being.

PRINCIPALS.

RULE XIII.

The Principal in each School shall be a male, and shall have a first grade State certificate. He shall have the general superintendence of the School in which he may be placed, under such Rules and Regulations as the Board of Education may from time to time adopt. He shall be directly responsible to the Board for the proper government and good order of the School under his charge. He shall require teachers to cover the grade of the class, as to teaching the studies prescribed in the "Course of Studies" in the manual. Pupils shall be examined for promotion in the studies belonging to their grade, and no other.

RULE XIV.

He shall furnish such information relative to his school as may be required by the President of the Board, the Superintending Principal, any of the Committees, or any member of the Board.

RULE XV.

He shall carry out any instructions relative to his School which may be given by the President of the Board, the Superintending Principal, or the Committee on Teachers, Salaries and School Government. In case of any unlawful or unreasonable order, or in case of a conflict of authority, he shall report the same to the Board in writing at its next meeting, and abide by and carry out such instructions or decision as it may give.

RULE XVI.

He shall make a report in writing, once in each month, to the Superintending Principal, or oftener, at such times as the above officer may direct, of the condition of the School, the number of teachers employed therein, and the number of scholars taught, or in relation to any School matter which may be inquired about.

RULE XVII.

He shall teach Mathematics in the first class, and shall visit the various classes in his school frequently, and occupy his spare time among the various classes, and see that the studies prescribed by the Board are properly taught. He shall examine the Scholars in the different classes in order to ascertain what advancement they are making, and to ascertain who should or should not be promoted.

He shall observe and record the manner in which the various teachers are discharging their duties, especially Monitors who are undergoing their first year's probation.

Report shall be made every July to the Board, in writing, what per centage is attained in each class under his control.

17 XIV

RULE XVIII.

He shall receive all complaints from parents or guardians, and by his advice and authority arrange the same. He shall also receive complaints from teachers and janitors, or other employees in the School, and shall report the same to the Superintending Principal as soon as convenient, and not later than one week from the date of the complaint being made.

RULE XIX.

He shall receive all supplies sent to his School, and have charge of the same, and give them out as they may be required. He shall keep a book account of what he receives, and to whom he gives them out, particularizing as to the name and quantity of each article. He shall hold each teacher responsible for the proper care of such books and furniture as may be given into his or her charge. In case of gross carelessness, he shall report to the Superintending Principal.

RULE XX.

He shall have charge of all the School property in his school during school hours, and see that it is properly cared for. He shall see that the Janitor in charge and the Engineer do their duty, and in case of neglect report to the Committee on Teachers, Salaries and School Government immediately.

RULE XXI.

The Principal of each School shall send a requisition through the Superintending Principal to the Board for such supplies as are needed in his school.

RULE XXII.

The Principal shall see that each teacher and pupil is protected in his or her rights while in school. He shall be respectful to the teachers under his charge and compel respectful conduct from the teachers toward himself, and toward each other. He shall see that due decorum is observed in the school and not allow—as far as he knows it—any disrespectful remarks in relation to the school authorities. In case any such are indulged in, persistently, he shall report the same to the Superintending Principal or the Board. He shall not allow any political or religious discussion during school hours.

RULE XXIII.

The Principal of each School shall keep a register of the conduct of the scholars, in which shall be noted all prominent violations of the Rules and other gross or disgraceful conduct. This register shall be exhibited to any Committee, or to any member of the Board, or to the Superintending Principal, when desired.

RULE XXIV.

The Principals shall have discretionary power to suspend a scholar in case of a gross offence, but shall report the same immediately to the Superintending Principal. A scholar suspended by the Principal shall not be reinstated except

upon written authority from the Committee on Teachers, Salaries and School Government, who shall give an impartial hearing to the parties interested. The Principal shall see that no physical punishment is administered in his school, except by permission of the parent or guardian, given in writing, which permission he shall keep on file. When corporal punishment is administered it shall be done by himself and not by any of the assistant teachers. It shall be of such a character as not to inflict any permanent injury on the pupil punished.

RULE XXV.

The Principal of a School shall not reprove a teacher or give him or her advice relative to teaching, in the presence of the class or in the presence of another teacher. He shall not make remarks during school hours inimical or derogatory to the qualifications or literary ability of any teacher employed in his own or in any other school in the department, except his opinion be asked for by a member of the Board, or the Superintending Principal.

RULE XXVI.

The Principal of each school shall keep a register, in which shall be recorded his own and each teachers attendance, and when absent the cause thereof. A transcript from such record shall be furnished to the Superintending Principal at such time as he may direct, so as to be available in making up the pay-roll. Each Principal shall keep such records and registers as may be prescribed by the Rules and Regulations.

In case any class runs down below twenty, report of the same shall be made by the Principal to the Board of Education, which may discontinue the class and discharge or transfer the teacher as they think for the best interests of the school.

RULE XXVII.

During the last week in June, each Principal shall make on the regular blanks a correct inventory of all books and stationery belonging to the school, and a classification of their condition—whether new, good, half worn, or useless—also an inventory of all moveable or personal property in the school, with a brief statement of its pattern and condition. Before the Summer vacation, he shall see that all moveable property in his school is properly stored and secured. The above inventory shall be sent to the Board.

RULE XXVIII.

Whenever any pupil on leaving school, shall neglect or refuse to return any books, or other school property which may have been placed in his or her possession by a teacher, the Principal shall write to or call upon the parent or guardian and request the return of the same, and in case of neglect or refusal to pay for such property, he shall inform the Board in writing at its next meeting.

RULE XXIX.

In all cases where books or other property have been unreasonably damaged, the Principal shall demand payment from the parent or guardian for the same.

He shall keep a book account of such receipts, and at the end of each month report the same to the Superintending Principal, paying over the money and taking his receipt for the amount. The Superintending Principal shall, each month, make report and pay the money over to the Treasurer of the Board, a record of which shall be noted on the minutes.

RULE XXX.

The Principal shall, as far as practicable, conduct the opening exercises, and shall enforce order and decorum during the same. In case any outside or occasional teacher—such as the German or Drawing Teacher—comes into charge of a class, the Principal shall assist in enforcing order, in case a disposition to take advantage of a change of teacher is manifested.

RULE XXXI.

It shall be the duty of Principals to promptly report each morning the names of all absentee teachers in their respective schools to the Superintending Principal, who upon receipt of the same, shall immediately assign monitors to fill such vacancies.

RULE XXXII.

All official communications from Grammar Schools shall be signed by the Principal—in his absence, by the Acting Principal.

It shall be the duty of the Principal of each school, once a week to cause an alarm to be sounded, at a time previously unannounced to teachers or scholars, provided that such alarm shall be given at such a time as will cause the least interruption to the studies in the different departments. When the alarm is heard, teaching shall cease instantly, the scholars shall quickly procure their coverings and hasten to make their exit in such manner as the Principal may direct. The teachers shall post themselves down the stairway and cause the line to pass out as rapidly as possible and in good order. Should a scholar stumble or fall, the teacher nearest such scholar shall cause the line to halt until order is restored. The principal shall at times (weather permitting) cause the school to be dismissed without allowing the scholars time to procure their garments, and when the building is cleared, permit the pupils to re-enter and obtain their wraps. The Principals will note the time consumed in making each exit.

Principals shall report the result of each fire drill to the Superintending Principal, who shall once each month report the same to the Board in a condensed form.

VICE-PRINCIPALS.

RULE XXXIII.

Each Grammar School shall have a first and second Vice-Principal. The first Vice-Principal shall teach the first class, except Mathematics (which shall be taught by the Principal); when not teaching, she shall assist the Principal

in any clerical work relating to the Schools to which the Principal may assign her.

RULE XXXIV.

In case the Principal is absent, the first Vice-Principal shall assume and perform his duties for the time being, under the same Rules and Regulations made and provided for the Principal. In case both the Principal and first Vice-Principal are absent, the next highest teacher of the Male department shall officiate.

RULE XXXV.

The second Vice-Principal shall have charge of the Primary department and teach the lowest class therein, which shall be a mixed class. She shall receive \$600 per annum, and shall not be eligible to promotion in case of vacancies. She shall be particular as to the care of the children—especially in cold or wet weather.

RULE XXXVI.

The first and second Vice-Principals shall take charge of the opening exercises on the floor where the Principal is not present; they will also see that dismissals are properly conducted. They shall receive instructions from and obey the Principals in all matters relating to school government.

ASSISTANT TEACHERS.

RULE XXXVII.

The Assistant Teachers shall perform their duties subject to the authority of the Principals, or the Vice-Principals while they are acting as such. They shall endeavor to discipline and manage their classes so as to avoid the necessity of reporting to the Principal for the punishment of their pupils.

RULE XXXVIII.

Any Assistant Teacher absent from duty shall report promptly to the Principal, stating in writing the cause of absence and its probable duration.

RULE XXXIX.

Assistant Teachers are required to report to the Principals of their respective schools, at his desk, every session of the school, at 8:40 A. M., and 12:50 P. M., they shall immediately go to their respective class-rooms, and no teacher shall leave the school before the duties of the day are completed (except between the morning and afternoon sessions). For the first dereliction they shall be reprimanded by the Principal; for the second and all subsequent offences, they shall be dealt with as provided for absentees.

RULE XL.

Teachers shall not be permitted to engage in any other than the legitimate business of the school during school hours. Neither shall they be permitted to visit each other's class-rooms, except in cases of absolute necessity. If temporarily absent from the class, it shall be left in charge of a monitor.

In case any Teacher proves unsuccessful in imparting instruction to pupils, he or she shall be dismissed. This shall be done only after the facts are conclusively established.

RULE XLI.

Each Teacher shall be responsible for the proper and economical use of the books and stationery furnished by the school department to his or her class, and shall make a report upon the same to the Principal as often as may be required. Any loss or mutilation of books or furniture shall be reported at once.

RULE XLII.

Each Teacher shall keep a book entitled "Record of Punishment." Whenever a Teacher shall report a pupil to the Principal for discipline, such Teacher shall enter in this book the name of the pupil, the date and description of the offence for which the pupil was reported. The Principal shall complete the record by specifying the disposition made of the case.

RULE XLIII.

After dismissing the school, and as soon as practicable, Teachers must leave the building. This rule is not to be construed as prohibiting Teachers from remaining in their class-rooms to finish any business pertaining to teaching their classes. In no case shall any Teacher remain longer than one hour after the dismissal of his or her class, except by permission of the Committee on Teachers, Salaries and School Government.

RULE XLIV.

No Teacher shall engage in conversation with others during the opening exercises, or at any time when classes are assembled. All shall devote themselves to the maintenance of good order. Any teacher acting in an indecorous or disorderly manner during sessions of the school, at Teachers' meetings, or in any other place where they may assemble on school business, shall be reprimanded, and if the offence is continued or repeated he or she shall be dismissed.

RULE XLV.

No Teacher shall permit any pupils to remain in the school-house or yard, unless in charge of some Teacher, and such Teacher shall remain in the room or yard with them and not allow them to enter other class-rooms. No home work shall be given to pupils, except it be something the principle of which has been previously explained to them.

RULE XLVI.

Assistant Teachers shall in no case inflict corporal punishment, nor shall any scholar be confined in closets or other dark places for any offence; they shall report any case which they may think requires punishment to the Principal of the school.

RULE XLVII.

In all cases where parents or guardians are dissatisfied or come to the school to complain, they shall be referred to the Principal of the school. No Teacher shall on such an occasion enter into any discussion with such parent or guardian, except the Principal is present and requests him or her to explain.

RULE XLVIII.

No Teacher shall in the presence of the class indulge in slang phrases, neither shall he or she indulge in manifestations of bad temper. All pupils must be treated with respect and proper consideration.

RULE XLIX.

No Assistant Teacher shall suspend a pupil, or send one out for any purpose whatever, without the consent of the Principal. Neither shall they suggest or patronize the getting up of presents for themselves or for any other Teacher in their classes. Teachers are not to consider their duties suspended when the German or Drawing Teacher enters their classes—they must assist and further such work as much as they can.

RULE L.

Teachers must keep all records required by the rules of the school department, but must not so employ the time set apart for teaching duties. They must also attend Normal School and Teachers' meetings, unless excused by the rules or by having permission from the President or a member of the Committee on Teachers, Salaries and School Government.

RULE LI.

In case of irregularity in the attendance of any pupil, the Teacher shall ascertain the cause and report the same to the Principal.

MONITORS.

RULE LII.

Monitors who are on the roll and unassigned, may, if they desire to fill a teacher's place when vacant, report to the Superintending Principal daily at 8:45 o'clock A. M. He shall assign them to the vacancies in the order in which their names stand upon the official "Monitors' List," and no Monitor shall

receive pay for teaching unless assigned by the Superintending Principal. In cases where teachers are expected to be absent for a week or more such vacancies shall be filled by the monitor, who is Senior upon the list. A monitor shall not lose her place on the list by working for outside parties. If she declines to assume her duties when her proper turn for assignment comes, she must take her place at the end of the then existing list and again wait her turn.

RULE LIII.

Monitor's Salary (when unassigned and for filled vacancies) shall be one one dollar per diem for actual work performed, after being assigned they shall receive for the first year \$25 per month, afterwards they shall receive the lowest Teacher's Salary. In all cases where they have been temporarily assigned, if such temporary assignment immediately precedes and adjoins their permanent assignment as monitors, they shall have credit for such time as a part of their year's probation.

Temporary Monitors shall not be entitled to salary during vacation or holidays.

RULE LIV.

Monitors shall be governed by the same rules and regulations, regarding order and the conduct of their classes, as are made and provided for regular teachers. In case any Monitor during the year's probation, should manifest marked unfitness and lack of teaching aptitude, the Board shall—when convinced of this—dismiss him or her immediately and drop the name from the roll.

ABSENCE FROM DUTY.

RULE LV.

Teachers (including Principals and Vice-Principals) absenting themselves one day may be excused—only on account of sickness—by producing a physician's certificate; for each succeeding day, one dollar per day, shall be deducted from the salary of the current month. No Teacher shall be allowed more than two days during any one month for any reason whatever except in case of the death of father, mother, or any member of their family, then the teacher shall be allowed three days leave of absence without loss of pay.

RULE LVI.

In all cases of absence, without proper excuse, the whole pay for each day's absence shall be deducted and such absentees shall be liable to dismissal. In cases of absence from Normal School or Teachers' meetings (when the teacher is not excused) one-half day's pay shall be deducted from the current month's salary. Continued absence shall subject a teacher to dismissal from the position of teacher in the School Department. If the absensee is caused by sickness, a physician certificate shall be furnished, in such case the teacher will be excused.

RULE LVII.

In cases of serious ill-health the Board may in its discretion grant a leave of absence for the purpose of recuperation. When such leave of absence is granted, no pay will be received. When any teacher is absent for two weeks, his or her pay will cease at the end of that time, and in case of absence without leave for one month, the place shall be considered vacant, and shall be filled in the usual manner.

RULE LVIII.

All excuses for absence must be furnished to the Principal of the School and by him to the Superintending Principal, who will submit the same to the Committee on Teachers, Salaries and School Government at their Committee meeting on the Thursday evening preceding the last meeting of the Board in each month (or any other evening in that week, which may be fixed upon). In case such excuse is not sent in at that meeting or during the succeeding month the case will be considered as closed, without further appeal.

OPENING AND CLOSING EXERCISES.

RULE LIX.

The opening and closing of the Schools shall be conducted by the Principals and Vice-Principals. The Principal shall officiate on the floor on which the senior grammar classes are located, the first Vice-Principal on the floor on which the junior grammar classes are placed, and the second Vice-Principal in the Primary Department. For satisfactory reasons the Principal may temporarily change places with the Vice-Principals.

RULE LX.

The opening exercises of each department shall consist of the reading of a chapter out of the Bible, and repeating the Lord's Prayer. During the above exercises the doors shall be kept closed.

RULE LXI.

The opening exercises shall close at 9:15 A.M., and classes at that time shall repair to their respective rooms, accompanied by their teachers, unless permission be given to remain longer by the Principal or by a member of the Board of Education.

RULE LXII.

No pupil shall be detained in the School between the hours of 12 M. and 1 P.M.

RULE LXIII.

The Principal shall keep a record of the time when each Teacher arrives and leaves his or her class.

RULE LXIV.

The Schools shall be dismissed according to the following formula :

For the Primary Departments.—The first bell shall sound at 11:30 A.M. and at 2:30 P.M. for discontinuing the class exercises. Five minutes shall be allowed for preparing to dismiss; at the end of the five minutes the second bell shall sound, when the classes shall leave the rooms and the building in an orderly manner.

For the Grammar Departments.—The same order and method shall be observed at above, except that the time for the first bell to sound shall be 11:45 A.M. and 2:55 P.M., and the second bell five minutes later.

Principals are required to see that the above time and arrangement is strictly carried out.

THE HIGH SCHOOL.

RULE LXV.

The High School shall be separate from and independent of the Grammar Schools. The Principal and Assistant Teachers shall be subject to the same general rules and regulations which apply to other Principals and Teachers. The same formalities as to opening and closing exercises shall be observed.

RULE LXVI.

The High School shall be under the direction and control of a male Principal, who shall personally teach Algebra, Natural Philosophy, Book-keeping, Geometry, and Trigonometry. These studies shall not be taught by any other Teacher except in cases where the Principal is necessarily absent or otherwise temporarily employed.

RULE LXVII.

The High School shall consist of three classes, viz. : A first, second, and third class. The latter shall be divided into A and B divisions. The necessity for any different arrangement in these classes or divisions shall be decided by the Board of Education. The studies pursued in each class shall be those laid down in the manual as "The Course of Studies for the High School."

RULE LXVIII.

The tuition in the High School shall be a three years' course. None of the studies laid down in the curriculum shall be elective. Pupils entering the High School—if they remain during the whole term—are required to go through the whole course.

RULE LXIX.

Pupils for admission to the High School shall be proficient in the following studies :

Arithmetic.—Through the general business rules including percentage ; interest, simple and compound ; discount, true and bank ; stocks ; fire insurance ; proportion ; partnership.

Grammar—Parts of speech, with their properties and simple analysis of sentences.

History of the United States—It is expected that the pupils shall have a full acquaintance with the entire subject as presented in our school Histories.

Spelling—A list of ordinary words selected from books in use in our schools.

Geography—General knowledge of the entire subject.

GERMAN.

Pupils shall know the names of objects found at home and in school; such as furniture, clothing, parts of house; also names of familiar plants and animals.

Use of proper adjectives with these objects.

Construction of simple sentences, containing these objects.

Conjugation of "sein," "werden," "haben," "sehen," "lernen," "gehen," "brauchen," "können" and "kennen."

Declension of the definite and indefinite article with such pronouns as "dieser" "jener" etc.

Declension of "Vater," "Knabe," "Sohn," "Blume," "Mutter," "Buch," "Geschenke."

Comparison of Adjectives.

Selections—Each pupil must know at least the following selections;

"Das Bächlein," Goethe, 12 lines.

"Lorelei," Heine, 24 lines.

"Der Schatzgräber," Bürger, 22 lines.

Dictation—All must be able to write from dictation Goethe's poem: "Gefunden," 10 lines.

RULE LXX.

The Principals of the Grammar Schools shall certify to the Principal of the High School such names as are qualified by the above standard to enter the High School. The Principal of the High School shall receive them. In case they are found unfit—after a reasonable trial—the Principal of the High School shall so notify the Superintending Principal, who shall return them to the Grammar School from which they have graduated. He may—for what he and the Committee on Teachers, Salaries and School Government consider good reasons—send them to another Grammar School.

RULE LXXI.

In case any one presents himself or herself for admission who has not attended the Grammar Schools of Hoboken, he or she may be admitted to the High School on the certificate of the Principal of the School from which they come. If found deficient for entrance to the lowest division of the High School, they shall be sent to a Grammar School in the same manner as provided for others who prove unfitted.

RULE LXXII.

The time for commencing the High School terms shall be the first Monday in September—immediately after the Summer vacation. Principals shall send

the certificate naming those who are fitted for admission to the High School not later than the last week of June of each year. All the names of those who are fitted shall be sent, whether the pupils intend to take the High School Principal course or not. The above arrangement shall not preclude any pupil from entering throughout the year, provided always, that the proficiency of the applicant is such that he or she can fall into that part of the regular grade which is in use in the lowest division of the High School at the time he or she applies. The Principal of the High School will determine this point. The names of those who enter the High School shall be sent to the Board in the form of a report by the Superintending Principal, which shall be printed in the minutes.

RULE LXXIII.

During the course of three years the Principal of the High School shall see that there is thoroughness in the teaching, and any pupil who is unfit shall not be promoted into the next higher class until the Principal is convinced that he or she has a thorough proficiency in the lower grade.

RULE LXXIV.

The regular examinations for graduations shall be held in June of each year, and shall embrace the following studies:—Rhetoric, English and American Literature, Composition, Elocution, English Grammar, Written Arithmetic, Algebra, Geometry—Plane and Analytical, Trigonometry, History of the United States, General History, Natural Philosophy, Astronomy, Physical Geography, Book-keeping, Drawing, and German.

The Committee on Teachers, Salaries and School Government shall conduct the examination, assisted by the Superintending Principal, the Principal of the High School, and the first Assistant Teacher of the High School. The questions shall be prepared by the Superintending Principal, and shall not be exposed for any purpose until presented on the day of examination.

RULE LXXV.

There shall be required for graduation a general average of eighty per cent.—the maximum being one hundred. Any pupil falling below fifty per cent. in any study shall not be graduated. Every graduate of the High School shall be entitled to a suitable diploma, to be furnished without delay, signed by the President and Clerk of the Board, the Committee on Teachers, Salaries and School Government, the Superintending Principal, and the Principal of the High School.

RULE LXXVI.

The Principal of the High School may promote pupils from one division to another any time during the year when he thinks their proficiency will warrant it, but never for any other reason.

RULE LXXVII.

The Assistant Teachers of the High School shall keep any records or registers required by the rules or regulations. They shall assist the Principal

in any school duties which he may assign to them. The German and Drawing Teachers shall assist at the examination in their particular branches. They shall also conform to the arrangements of the High School and be under the general direction of the Principal of the High School while there.

JANITORS AND ENGINEER.

RULE LXXVIII.

The janitors must have the fires in the stoves or furnaces of the different buildings lighted a sufficient length of time before school time in the morning, to have the rooms comfortable and sufficiently warm for the reception of pupils by or before 8½ o'clock A. M.

RULE LXXIX.

Before leaving the building, he shall see that all the windows and doors are closed and made secure, the fires safe, and the gas turned off from the meters, (should there be any in the building.)

RULE LXXX.

He must not admit any improper persons whatsoever into the school buildings or yard at any time.

RULE LXXXI.

In the Winter season, and at such other times when necessary, he must keep sufficient fuel in a proper place, in the different departments, to prevent, in his absence, the fires going out.

RULE LXXXII.

He must keep the yards and water-closets, at all times, perfectly clean, by a free and frequent use of water, and empty the sinks once each day; scrub the floors of all the entries, passages, stairways and floors in all of the rooms occupied for school purposes; dust the side walls, blinds and cornices, and wash the windows every month; cause all the snow, which may fall on the sidewalk in front of the school or on the roof, to be removed, at his own expense, to the carriage way in the street, before eight o'clock in the morning of every school day, and, in all cases, within twenty-four hours after the storm shall have ceased; and the passages to the privies must be kept clear from snow at all times.

RULE LXXXIII.

In the Winter season, he is required to clear the yards of snow, as soon as possible after it has ceased falling, and to keep the play grounds as clean and dry as circumstances will permit.

RULE LXXXIV.

He must also keep the desks and seats in the different departments, as far as possible, perfectly free from dust; and he must devote all his time, during

school hours, to attending to and seeing if anything is necessary to be done for the general interest of the teachers, scholars and the schools, and promptly obey all proper directions of the Principals.

RULE LXXXV.

The Janitors shall have charge of the School buildings and premises during vacation, and shall have care of all fuel, and of storing the same, and shall keep an account of such storing, and report to the Board. No Janitor, absent without permission during school sessions, shall be paid for that day's service, unless such absence shall be excused, in writing, by two members of the Committee on Teachers, Salaries and School Government.

RULE LXXXVI.

The Engineer shall attend to the heating of the school and see that the heating apparatus is kept in good repair and the boiler clean, he shall report to the Principal or the Committee on repairs any wearing out or deficiency in the boiler, pipes or radiators, he shall do the necessary screening of coal and remove all the ashes and dirt accumulating in his department to such convenient place for the same in the yard or street, as the Committee on Teachers, Salaries and School Government may direct. At the end of the winter term, he shall do what is known in the trade as laying up the boiler. Every thing shall be cleaned and oiled where necessary. He shall not be paid extra for any time he may remain during the night, but he shall do so in case it is necessary to secure a proper degree of heat in the School during the next day. He shall not under any circumstances carry more than 40 pounds steam, as marked upon the gauge. He shall also see that his steam gauge is registering truly. He shall see that the building is heated when any meeting is held.

RULE LXXXVII.}

The Principal of each school is required to see that these rules are not violated by the Janitors, or Engineer, and report any delinquency, on the part of such Janitors, or engineer immediately, to the Committee on Teachers, Salaries and School Government.

RULE LXXXVIII.

Any violation of the foregoing rules by the Janitors, or Engineer will subject them to a prompt dismissal by the Board of Education.

SCHOLARS.

RULE LXXXIX.

Any scholar absent at the opening of the school, without excuse, inattentive to studies while in school, or in any manner disorderly, shall be liable to such punishment as the Board shall determine; and should any scholar be con-

stantly irregular in his or her attendance, it shall be the duty of the Principal to notify the parents that if said scholar does not regularly attend the school, his or her books will be required, and the scholar dismissed.

RULE XC.

All excuses for absence or late attendance, or any request from the parent, must be rendered in writing by said parent or guardian.

RULE XCI.

No scholar shall be admitted into the schools after 9.30 A. M. and 1.30 P. M.

RULE XCII.

Pupils who have once been supplied with books will be required by the Principal to replace or pay for them in case of loss or unnecessary injury.

RULE XCIII.

Any pupil who shall wilfully deface or injure the furniture, shall for the first offence, be compelled to forfeit the damage; for the second offence, such pupil shall be summarily dismissed. The same rules to apply in all other cases, such as writing on fences or in water closets, or in any way defacing the building.

RULE XCIV.

Pupils are required to keep the books, loaned to them for use in school, or at home, properly covered; and all pupils who fail to do this, after due notice, shall have such books as remain uncovered taken from them by their teachers, and retained by him or her until the defaulting party agrees to comply with the requirements.

RULE XCV.

When a pupil has been absent more than five consecutive days, for any cause, his or her name shall be stricken from the register at the end of that time; the absence however, shall be recorded while the name remains on the roll. Such scholar may re-enter school at any time.

RULE XCVI.

Regular pupils, whose names have been enrolled, but who are not present on the first day after vacation, shall be marked as absent.

RULE XCVII.

For the purpose of obtaining the average attendance, a record shall be kept of the number of pupils present at each morning and each afternoon session. The sum of such numbers during any week or other specified period of time, divided by the number of sessions during that time, shall be considered the average attendance for that time. No allowance is to be made for stormy days, but the attendance at every session must invariably be taken into account when calculating the average attendance.

RULE XCVIII.

No pupil shall be considered present at any session unless he or she shall have been present at least one-half of the session. All pupils who enter the school after 9 or 1 o'clock, shall be considered late.

NORMAL SCHOOL—GRADUATIONS.

RULE XCIX.

There shall be a Normal School for the benefit and instruction of teachers employed in the several schools, under the direction of the Board of Education ; which shall hold its sessions on Saturday mornings, from 9 to 12 o'clock, except during the vacations.

RULE C.

It shall be under the care and instruction of three Male Principals and such assistants as may be deemed necessary by the Board of Education.

RULE CI.

All teachers below the grade of Principal shall be required to attend, punctually and regularly, the sessions of the Normal School, unless they have already graduated, or have been otherwise excused.

RULE CII.

Persons who are candidates for the position of teachers, or such as are desirous of becoming candidates, may be admitted to the Normal School, if, upon submitting to an examination, they show that they are well acquainted with geography, orthography, arithmetic, to and through the principal parts of percentage, and with the principles, definitions, parsing and analysis of sentences in English Grammar. Pupils attending the High School shall not be eligible to attend Normal School at the same time.

RULE CIII.

There shall be a regular examination on the last Saturday of April and October of each year, of those desiring to be admitted to the Normal School. This examination shall be conducted by the Normal School Examining Committee of the Board of Education, assisted by the Examiners of the Normal School ; and the written consent of the Committee, or a majority thereof, shall entitle the applicant to admission to the Normal School.

RULE CIV.

The Normal School shall be divided into First, Second and Third Grades, or Classes. The course of studies for these classes shall be as follows, viz :

FIRST GRADE.—Reading, Writing, Arithmetic, Grammar, Geography, History, Algebra, Physiology, Philosophy, Rhetoric, School Law, Constitution, Theory and Practise of Teaching.

SECOND GRADE.—Reading, Writing, Arithmetic, Grammar, Geography, History, Book-keeping, Theory, and Practice of Teaching.

THIRD GRADE.—Orthography, Reading, Writing, Arithmetic, Grammar, Geography.

Pupils may be promoted from a lower to a higher grade whenever their advancement in their studies shall justify such promotion.

RULE CV.

There shall be an annual examination for graduation on the second Saturday in October, or whenever the Board of Education shall direct, after which such pupils as the Normal School Examining Committee shall determine, have sustained a thorough examination in their studies and shall have made an average of not less than seventy-five per cent, in four test studies, viz : Orthography, Grammar, Arithmetic, Theory and Practice of Teaching, and a general average of not less than eighty per cent., shall be reported by the Committee to the Board of Education, with a recommendation that they be excused from further attendance at the Normal School. Provided always, that all Teachers graduated must under all circumstances attend Normal School for two years. After the adoption of such report of said committee, by the Board, suitable diplomas of graduation, signed by the President and Clerk of the Board of Education, and a majority of the members of the committee, shall be issued to all pupils thus excused. The Normal School Examiners shall grant licenses to first, second and third grade Teachers in accordance with the percentage required by the State Board of Examiners for Hudson County. The questions submitted to be of the same standard (neither more nor less difficult) as used by said board of Examiners for the respective grades. No person shall be eligible for graduation who has not attended the Normal School.

RULE CVI.

It shall be the duty of the Superintending Principal to attend to the general order of the Normal School, to open each session by proper exercises, to receive visitors, and to keep a record of the Normal School, attend to the reception and distribution of all books and supplies, and give instruction to all the classes as to the best method of teaching, etc.

RULE CVII.

A record book shall be provided, in which shall be entered the attendance and efficiency of the pupils in the various departments of instruction ; such entries shall be made by the Superintending Principal, and be ready at any time for inspection by members of the Board of Education.

RULE CVIII.

The Superintending Principal shall report to the Board of Education,

monthly, the statistics and workings of the Normal School, such report to be made and rendered to the Board at its first regular meeting in each month.

RULE CIX.

Appointments as monitors shall be made from among the graduates of the Normal School who are not less than eighteen years old, and preference must be given to the graduate who has made the best average percentage in the studies. If no graduates of the Normal School are attainable, the Committee on Teachers, Salaries and School Government shall direct that a competitive examination take place among the pupils of the Normal School, and the appointments shall be made from among those receiving the highest average percentage (none to be considered, however, who receive less than seventy per cent. general average), and preference must be given to the pupils who have the best average percentage in the studies.

Appointments as teachers must be made from among those who have been appointed monitors, and preference shall be given to the senior monitor, without regard to the school she may have been employed in. Former teachers who wish to be re-engaged shall have the first preference, provided their record was good when they left the school. They shall not be required to serve the one year's probation required from monitors.

RULE CX.

The Normal School Examining Committee may call special meetings for the examination of applicants for admission to the Normal School, at such time or times as it deems necessary.

RULE CXI.

Teachers who have graduated—and those who may hereafter graduate from the Normal school, shall be entitled to the Diplomas provided for in Rule 105, and shall be exempt from further examination. First, Second and Third grade licences shall be renewed annually. Diplomas shall not be granted to any person under 18 years of age, neither shall any one be examined for the granting of Diplomas under that age.

RULE CXII.

Persons holding Third grade licenses shall be eligible to teach in seventh classes, and in all the classes below the seventh, including the Primary classes.

Those holding Second grade licenses shall be eligible to teach in fourth classes, and in classes below the fourth, and in the Primary classes.

Those having First grade licenses shall be eligible to teach in third classes, and in all classes below, and in the Primary department.

Graduates of the Normal School shall be eligible to teach in any of the classes in the school.

RULE CXIII.

As vacancies occur hereafter, Teachers shall be promoted in regular order to the classes next above in grade, in the department of the School in which they may be teaching, except in the cases of Principals and Vice-Principals, which places shall be filled by the best talent available irrespective of rotation.

No teacher shall be promoted to a class higher in grade than he or she is permitted by his or her license to teach.

RULE CXIV.

All questions for Normal School examinations shall be printed under the supervision of the Examiners at the Board Room on copygram. Each set of questions to be struck off on the evening preceding their use in the Normal School, and to be kept in charge of the Superintending Principal of the Schools.

TEACHERS' MEETINGS.

RULE CXV.

All teachers and monitors shall be required to attend Monthly Meetings, at School Building No. 4, on the second Wednesday of each school month, commencing at 3:30 P.M., and continuing in session two hours.

These meetings shall be held for the purpose of discussing subjects belonging to the Teachers' [profession, and for mutual improvement in the art of teaching and the management of schools and classes.

The Superintending Principal shall preside at these meetings.

NIGHT SCHOOLS.

RULE CXVI.

When Night Schools are established they shall commence the first Monday in November, and end the last Friday in February. They shall be opened punctually at 7 o'clock and close at 9 o'clock P. M., having a two hours session.

RULE CXVII.

The pupils shall be recommended by a parent or guardian, if neither exists then a certificate from some responsible citizen will be received. A card

of admission will be issued to pupils received, such card must be shown to the Janitor, on each evening of meeting at the entrance door.

RULE CXVIII.

In case of gross misconduct on the part of any pupil, he or she shall be expelled, and shall not again be received during that season.

RULE CXIX.

The number of teachers necessary shall be appointed by the Board, who shall receive such compensation as may be named by the Board of Education. One of the number shall be named as Principal. The Janitor shall also be paid such sum as may be designated.

RULE CXX.

When any class in the night school runs down below an average of fifteen each session for a week, it shall be consolidated with another class and a teacher dismissed. All teachers shall make the necessary reports to the Principal.

MISCELLANEOUS RULES.

RULE CXXI.

No person or persons, excepting teachers, pupils, and school officers, shall be admitted into the schools during school hours, or to the school grounds, without the consent of the Principal of the school, or some member of the Board of Education. Peddlers and ticket sellers shall be rigidly excluded.

Pupils from outside the city limits shall not be admitted to the Grammar Schools except the parents or guardians are Tax Payers in Hoboken. Any one desiring admission to the High School from outside the city limits shall apply to the Board in writing, and if not inconsistent with accommodating our own pupils, they may be admitted, provided always that they pay for their books and stationery.

RULE CXXII.

Whenever any person or persons not entitled to admission without special consent, shall ask to be admitted, the janitor shall conduct such person or persons to the Principal's room, and he shall have power to grant or refuse the request, being responsible to the Board of Education for the proper use of this power.

No entertainment or exhibitions of any kind shall be allowed in the schools without permission from the Board.

RULE CXXIII.

All entrances to the school, or school grounds, shall be kept locked or bolted excepting at the time when teachers and pupils are making ingress and egress, morning and afternoon, at the times required for their admission and dismissal; and the janitor, and such assistants as he may appoint, shall be at the doors and gates during admissions and dismissals.

RULE CXXIV.

Promotions of scholars shall only be made after due examination by the Principal, and consent of the Committee on Teachers, Salaries and School Government.

There shall be in each Grammar School ten grades. In case the pupils are in excess of the usual number for a class in the male or female department, additional classes shall be formed, these shall be designed as A, B and C, etc. classes. In case the proper number for a class of the regular grade is lacking, the class may be made up from some other grade where there is an excess, each pupil so transferred must be taught the lessons of the grade to which he or she rightfully belongs.

RULE CXV.

The vacations and holidays shall be as follows: The day commonly known as Good Friday, the anniversary of Washington's Birthday, Decoration Day, the Fourth of July, and day appointed by the Governor or President for a public Fast or Thanksgiving, (the day following Thanksgiving, when such latter days shall fall on Thursday,) the Twenty-Fifth of December, the Second of January, the interval between the last two mentioned days, the day next following any day above specified, when such latter day shall be Sunday. The Summer vacation shall commence on the last school day preceding the 4th of July, and continue until the first Monday in September.

RULE CXXVI.

By specific direction of the President of the Board, and the Committee on Teachers, Salaries and School Government, the schools may be closed upon any day or part of a day, for good and sufficient reasons, but the fact of such closing and the reasons therefor shall be reported to the Board at its next regular meeting.

RULE CXVII.

When a teacher is absent at the opening of the morning or afternoon session, or leaves the class-room before the time for dismissal, the number of minutes absent shall be recorded, and if when added together, for the month they make one hour, one quarter of a day's pay shall be deducted. In cases of absence

where two hours are lost, one half day's pay shall be deducted. A teacher being absent or late more than three times in one month, shall be fined fifty cents additional, for each subsequent lateness or absence. In cases of habitual lateness, the Principal shall report the same directly to the Board; which will dismiss such teacher, except a good reason is offered why it should not be done.

RULE CXXVIII.

All classes which have an average of 95 per cent. of attendance throughout the week shall be dismissed at 2 o'clock on Friday. This applies to a full week of teaching. Teachers in such cases shall not leave their class-rooms until the regular time for dismissal. For purposes of calculation for the fractional parts of a month, twenty days, in the absence of other data, shall be considered a teacher's month's work.

RULE CXXIX.

In case it becomes necessary to investigate the conduct of a member of the Board or of a teacher, or other employee, charges and specifications must be submitted in writing. The Board may by a majority vote direct the Clerk to make such charges and specifications. If the charges relate to a teacher, the examination shall be conducted by the Committee on Teachers, Salaries, and School Government. If a Member of the Board is charged, a Committee of the whole shall hear the case. Sworn testimony alone shall be received. All such examination shall be conducted in executive session and minutes kept, Counsel may be admitted at the discretion of the Board. The verdict of the Examining Body shall be in writing and shall be in the form of a report addressed to the Board. Any one concerned shall not be intimidated or discouraged by sarcastic or ungentlemanly remarks.

RULE CXXX.

Promotions based on proficiency may be made at any time during the year. Formal examinations shall be made immediately preceding the Summer vacations, at such time as the Principals may determine, consistent with getting through with such examinations. After such examinations, the classes shall be kept employed at useful work. The Principal shall see that disorganization is not allowed pending examinations or immediately previous to the regular vacations.

GENERAL REMARKS.

Notwithstanding that it is expected that these Rules and Regulations will be carried out in good faith, and that their observance will be enforced, it is

not intended that they shall be so administered as to be oppressive to honest teachers or pupils. They are intended to operate as precepts rather than as mandates.

The Schools should be conducted so as to secure by good judgment as much flexibility as possible ; advice, friendship, and assistance, should be the moving impulse, rather than authority : compulsion should be used, only when other methods fail.

Principals should see that what is known among schools as the " cramming " process of pupils, is avoided, and that the education is gradual, rational and thorough. Pupils should not be forced, unnaturally, beyond their speed, to the injury of their health. They should not be promoted until they are proficient in their present grades. Neither should any pupil be kept back who is able to go forward.

Liberal provision is made in these Rules and Regulations for Superintendence by the Principals, and it is expected that due attention will be paid to important details, especially to the ventilation and other sanitary arrangements of the schools. A close and regular observation by the Principals will enable them to check and remove in a great measure, many of the serious drawbacks incident to Public Schools. Principals should not under any circumstances receive more pupils into their respective schools, than their class-rooms can accommodate.

DUTIES OF THE LIBRARIAN.

RULE 1. The Librarian shall keep a strict record of the names of persons taking out books, the dates when taken out, and when returned, and the condition of the books when returned ; she shall also keep a written list of all books purchased for the library, together with the price of same. The Librarian shall, under the supervision of the Committee on Library, prepare a catalogue when required to do so.

RULE 2. In the month of August of each year, the Librarian shall make a report of the condition of the library to the Committee, giving such details as it may require.

RULE 3. The library shall be kept open on Monday of each week, except on holidays, from 3:30 P. M. to 6 P. M. for the delivery and return of books. If unavoidably absent the Librarian shall furnish a substitute at her own cost, said substitute to be approved of by the Library Committee.

RULE 4. All teachers, pupils of the Normal and High School, and pupils of the first and second classes of the Grammar Schools, and members of the Board of Education shall have the privilege of using the library books under such rules and restrictions as the Board may from time to time establish.

RULE 5. Pupils of the various schools, when applying to the Librarian

for books, shall present a certificate or card from the principal of the School to which they belong stating their name and position in the School.

RULE 6. Dictionaries, Encyclopedias, Maps or Atlases, shall not be taken from the library room.

RULE 7. No person shall be allowed to retain a book longer than two weeks.

RULE 8. If a book is seriously damaged or lost, the person to whom it is charged at the time of its injury or disappearance, shall furnish a new book of the same kind, or pay for the same ; and any person refusing to replace or pay for such book shall thereafter be deprived of the privileges of the library.

RULE 9. Teachers whose classes make use of the library are requested to see that books taken out by their pupils are returned as the rules require, and also to use their influence toward the care of the books.

RULE 10. It shall be the duty of the Librarian to cover and number all the books contained in the library, and to perform all other duties pertaining to the care of the library without additional compensation.

COURSE OF STUDIES

—)IN THE(—

◇HIGH SCHOOL◇

—)AND IN THE(—

VARIOUS GRAMMAR SCHOOLS

IN THE CITY OF HOBOKEN.

HIGH SCHOOL.

COURSE OF STUDY.

First Year.—First Term.

Mathematics.—*Arithmetic.*—Percentage, Simple and Compound Interest, True and Bank Discount.

Algebra.—Addition, Subtraction, Multiplication, Division and Factoring.

History.—History of the Ancient Empires, Mythological History.

Etymology.—With the analysis of words and their formation from given roots.

Rhetoric.—Punctuation and Capitals, Dictation, Sentences, Figures, Special Properties, Versification.

Grammar.—Technical Grammar completed, Parsing and Diagramming, Correction of False Syntax.

Elocution.—General Principles practically taught; particular attention given to orthography and voice culture.

Penmanship.—Principles practiced; No. Six Copy-book.

German Exercises.

First Year—Second Term.

Mathematics.—*Arithmetic.*—Partial Payments, Partnership, Stocks, Exchanges, Proportion, Equation of Payments.

Algebra.—Greatest Common Divisor, Least Common Multiple, Addition, Subtraction, Multiplication and Division of Fractions.

History.—History of Greece, History of Rome.

Physiology.—Anatomy, Physiology, Hygiene and Narcotics.

Grammar.—Synthesis and Analysis of Sentences, Prosody, Review.

Rhetoric.—Poetry, Prose, Composition, Invention.

Elocution.—The same as preceding grade, Declamation, Gesticulation.

Penmanship.—Principles practiced, No. Seven Copy-book.

German.

Second Year.—First Term.

Mathematics.—*Algebra.*—Simple Equations.

Arithmetic.—General review of the principles of Arithmetic.

Geometry.—Rectilinear Figures with practical applications.

History.—Mediæval History.

Physics.—Matter, Force, Motion.

Natural History.—Vertebrata, Articulata, Mollusca, Radiata, Protozoa.

Book-keeping.—Single and Double Entry, with careful instruction in the principles of the latter, Business Forms.

German.

Second Year.—Second Term.

Mathematics.—*Algebra.*—Involution, Evolution, Radicals.

Geometry.—Circles, Theory of Limits, Theory of Proportion, Similar Polygons.

Mensuration.—With practical applications.

Metric System.—With practical applications.

Physics.—Energy, Heat, Sound, Light.

History.—Modern History.

Physical Geography.—The Earth as a globe, the Earth as a planet, the Ocean, the Atmosphere, the Wind, the great Rain Belt, Drainage, Vegetation, Animal Life.

English Literature.—English Writers from Chaucer to the Restoration (inclusive.)

German.

*Third Year.—First Term.***Mathematics.**—*Algebra.*—Quadratics, Proportion.*Geometry.*—Plane Geometry completed.**Physics.**—Magnetism, Electricity, Galvanism.**History.**—Modern History completed.**English Literature.**—English Writers from the Restoration through the Eighteenth Century (inclusive.)**Astronomy.**—The Solar System, the Sidereal System, Nebular Hypothesis, Celestial Chemistry, Time, Celestial Measurements.**German.***Third Year.—Second Term.***Mathematics.***Algebra.*—Progressions; Permutations; Indeterminate Coefficients; Series.*Geometry.*—Solid Geometry with practical applications.*Plane Trigonometry.*—Both right-angled and oblique-angled triangles, with their application to the measurement of heights, distances, &c.**History.**—General History reviewed.**Literature.**—English Writers of the Nineteenth Century, American Literature.**General Review.****German.**

Drawing and Composition to be taught in all grades.

PRIMARY COURSE.

Tenth Grade.—Outline.

Reading.—Use the Blackboard and Script Letters. Observe the following order: 1. The idea represented by the word to be learned. 2. The word as a sound, and its correct utterance by the pupils. 3. The word as a form—its recognition at sight. 4. The analysis of the word by its elementary sounds. 5. Analysis by letters. 6. Group words into phrases and sentences. In selecting words to be learned observe the following order: 1. Names of objects, as, hat, cat, etc. 2. Quality words, as, old, new, good, etc. 3. Action words, see, run, play, etc. 4. Other words as needed in forming phrases and sentences. When enough letters and their principal sounds have been learned, the printed form may be taught by placing the printed and written form of the same words, side by side, on the blackboard. Charts may also be used. Cultivate carefully the power to make out new words from phonic elements. Associate the words with their meaning by conversation with the children.

Spelling.—Familiar words from dictation, by sounds and by letters.

Writing.—Making dots, lines, and small crosses in rows. Making letters and familiar words in script.

Arithmetic.—Develop clear perception of numbers as far as 10, by use of objects. Counting objects. Counting backward by ones from 50. Numbers to be read at sight from 1 to 100 also written from dictation. Addition and subtraction, no combination to exceed five. The first step tables through five: Use and meaning of the signs $+$ and $=$. Easy addition on numeral frame and blackboard. The terms cent, half dime and dime taught and illustrated.

Object Lessons, and Talks on Common Things.—Lessons on objects named on the charts. Lessons on *form*—square, oblong, circle, cube, ball, straight, crooked and curved lines to be taught by their application to objects. Color.—the seven principal colors. Common objects shown and their obvious parts, shapes and uses observed. Talks about home, parents, brothers and sisters, toys, pets, etc.

Language Lessons.—Oral exercises to cultivate promptness and correct use of language. Use given words in short sentences. What I can see; what I saw; what I can taste; what I can hear; what I can do; where I can go; what I want; and a variety of similar exercises which the teacher's ingenuity may suggest. Correct carefully any faulty language used by the pupils.

Drawing.—Simple lessons from charts and blackboard.

Morals and Manners.—Inculcate reverence and love for God as the great Father of all, rights of property, obedience to parents and teachers, and a kind and forgiving spirit toward brothers and sisters and school-mates. Guard against rudeness of manners, and suppress vulgarity, profanity and all immoral practices.

Physical Exercises.—Three or four times a day, or as often as the pupils weary of other employment. Require pupils to sit and stand erect.

N. B. The exercises of the Fifth Grade should not be continued on the same subject longer than fifteen minutes at one time.

Ninth Grade.—Outline.

Reading.—From blackboard charts and leaflets.

First Reader. See that the pupils fully understand the language used in the reading lessons. Frequently require them to tell the story in their own words. Vary the exercises as much as possible. Be careful at the outset to form a natural and easy style. Let the standard for good reading be its resemblance to good conversation.

Spelling.—Spell by sounds and letters all words learned in the reading lessons. Attend to peculiar spelling of such words as hear, here; would, wood; etc.

Writing.—From copy on blackboard from reading lessons, and short sen-

ences composed by pupils. Spell at least once a day in writing. Dictation exercises from familiar lessons.

Arithmetic.—Notation and numeration to 1000. Addition and subtraction tables through. Table of U. S. money. All possible additions and subtractions of the numbers 1; 2, 3, 4, 5, 6, 7, 8, 9 and 10, no combination or number to exceed 100. Simple problems in addition with practical applications in U. S. money. Time by illustrations on the clock dial. Roman numbers to L. Aim to secure accuracy and rapidity.

Object Lessons.—General qualities of objects—smooth, rough, sticky, slippery, hard, soft, brittle, tough, porous, transparent, opaque. Lessons on selected objects named in the reading book. Talks about the human body and hygiene. Organs of sense. Coins. Articles of food. Clothing. Color.

Language Lessons.—Write short sentences. Names and uses of all punctuation marks used in Reader. Diacritical marks.

Drawing.—On slate, from illustrations on blackboard, from dictation and from chart, straight lines, vertical, horizontal and oblique; angles, right, acute and obtuse, one side of each angle being horizontal; letters formed of horizontal and vertical lines; letters formed of horizontal, vertical and oblique lines; two familiar objects without perspective effect represented by straight lines. Ruling lines of given length. Measuring length of given lines.

Morals and Manners.—Talks about the behavior of children at home, at school, at church, in the presence of company.

Physical Exercises.—Every half hour from two to three minutes. Careful attention to be given to ventilation.

N. B. The exercises of this grade should not be continued upon the same subject, longer than twenty minutes at one time. Review subjects of previous grade.

Eighth Grade.—Outline.

Reading.—Through First Reader. Supplementary reading and other exercises as in previous grades. Cultivate the ability to reproduce the story. The meaning of words and phrases to be taught from the sentences.

Spelling.—Words from reading lessons, and other lessons, by sounds, by letter and by writing from dictation. Days of the week and the months of the year.

Writing.—Short sentences from copy. Portions of the reading lessons; also easy sentences made by the writer.

Arithmetic.—Notation and numeration to 1,000,000. Roman notation to C. Subtraction taught and illustrated objectively. Minuend, subtrahend, and remainder. Problems in addition and subtraction of simple numbers and U. S. money. Oral drills for rapid combinations. Find the sum of small accounts of articles from store.

Object Lessons.—Time, years, months, weeks, days, hours, minutes, sec-

onds. Time illustrated by clock and globe. Domestic animals. Wild animals. Common plants.

Language Lessons.—Sentence writing. Copying brief narratives composed of short sentences for practice in use of capitals and punctuation. Copying short stanzas of poetry from Reader. Continue diacritical marks.

Drawing.—On slate, illustrated on blackboard, from dictation and from chart, horizontal, vertical and oblique lines, and mark off one, two, three and four inches on them; divide lines by points into two, four and eight equal parts; horizontal, vertical and oblique parallel lines three inches in length with half inch spaces; square, side three inches, divided by diameters; square, side four inches, divided by diagonals; right angled triangles, longest side four inches; oblong, three in. by two in. divided by diagonals.

Morals and Manners.—Same as heretofore, and to be continued throughout the course.

Physical Exercises.—As previously directed, and to be continued throughout the course. Exercises to be adapted in character and frequency to the age of the pupils.

Seventh Grade.—Outline.

Reading.—Second Reader. Frequent exercises in elementary sounds. As much supplementary reading as possible. Practice rapid reading of columns of words from the Reader. Ability to reproduce the story cultivated.

Spelling.—Words from the Reader, and from other lessons. Spell by sound and letter. Pupils should be taught to spell all the words they use.

Writing.—From copy. Simple words and sentences. Formation of capitals. Pupils' names.

Arithmetic.—Multiplication table through 12x12. Slate exercises in multiplication through the table. Division to correspond. Oral drill. Practical problems in addition, subtraction, multiplication with multiples of two, three and four figures. U. S. Money, Tables of Time and Long Measures. Roman Notation to D.

Object Lessons.—The shape, size, color, use, materials and qualities of objects and where obtained, with location and direction of countries. Shape, size and motions of the earth.

Language Lessons.—Continue sentence writing. Copy paragraphs and stanzas from Reader. Write short compositions and letters. Reproduce the story of the reading-lesson in writing. Correct common errors of speech.

Drawing.—On slate, illustrated on blackboard, from dictation and from copy; equilateral and isosceles triangles, longest line, four inches; rhomb side, four inches; rhomboid, four inches by two inches; concentric squares, sides, four inches and two inches, on diagonals; regular octagon.

Sixth Grade.—Outline.

Reading.—Second Reader completed. Drill in phonic elements and call-

ing words at sight. Continue supplementary reading. Reproduction of the story read.

Spelling.—Words from the reading lesson and from other lessons. By sound and letter.

Writing.—Letters, words and sentences from dictation and from the blackboard. Sentences made in the language lessons to be used for writing exercises.

Arithmetic.—Drill in Long Division. Exercises involving addition, subtraction, multiplication and division. Practical examples in U. S. money. Roman Notation through. Tables of Liquid and Dry measures and Avoirdupois weight taught by illustration. Simple measurements in the school room. Bills and small accounts.

Object Lessons.—Familiar talks about the earth, introducing important definitions as, hemispheres, divisions of land and water, etc. Inhabitants and their occupations. Human body and hygiene continued.

Language Lessons.—Composition and letter writing. Write sentences containing words from the reading lesson. Use diacritical marks.

Drawings.—Hexagon, two or more symmetrical arrangements of straight lines in the square, hexagon, octagon and equilateral triangle. Simple curves on vertical and horizontal bases of four inches, with altitude of one-fourth and one-third of the base. Symmetrical arrangement of simple curved lines in the equilateral triangle, square, oblong, rhomb, hexagon and octagon, the sides of the triangle, square and rhomb being four inches.

GENERAL DIRECTIONS FOR PRIMARY GRADES.

ORDER OF EXERCISES.

The minimum time per week in arranging the order of exercises shall be as follows: Language Lessons, including reading, etc., six hours; arithmetic, four hours; writing, two hours; drawing, 30 minutes; physical exercises, thirty minutes. The remaining time per week may be distributed at the discretion of the Principal.

Prose and verse recitations by the pupils shall be selected by the Principal and teachers.

Writing.—The pupils should not be allowed to write with short pencils; particular care to be taken as to the method of holding the pencil; also as to the position of the body while writing.

Instruction in vocal music, sewing and other manual training, can be given when practicable, at the discretion of the Principal.

Manners and Morals.—Such instruction should be given daily to the pupils of all the grades as will foster a spirit of kindness and courtesy toward each other, a feeling of respect toward parent and teacher, and a love of cleanliness, order, law and truth.

Physical Training.—The pupils should be exercised daily in such a manner as to expand the lungs, develop the muscles, and impart an easy and graceful carriage to the body. Calisthenic exercises should be employed for the attainment of these objects.

GRAMMAR COURSE.

Fifth Grade—Outline.

Reading.—Third Reader. As much supplementary reading, in school and out of school, as can be secured.

Spelling.—Words of reading lessons, and all words used in other lessons and school exercises. Special attention to spelling in all written work.

Penmanship.—Use copy book and practice paper. Particular care to be taken as to methods of holding pen and position of body.

Drawing.—On slate and paper, illustrated on blackboard from dictation and from chart; quadrants with radius of two inches; design composed of straight and simple curved lines symmetrically arranged in the square, equilateral triangle, hexagon and octagon; two ovate conventional leaves on axis of three inches.

Arithmetic.—Through Common Fractions. Bills, small accounts and other practical applications of U. S. money continued. Complete the Compound Tables with practical illustrations. Easy measurements with use of simple fractions. Through mental drill on all subjects belonging to the grade.

Language.—Compositions on subjects connected with oral lessons.

Letter Writing.—Particular attention to use of capitals, spelling and punctuation. Reproduce lessons read in writing. The meaning of words taught, with illustrations, by forming sentences.

Definitions should in no case be committed to memory and mechanically recited.

Talks on selected subjects reproduced in writing. Letter writing.

Geography.—Study of the earth as a globe, with reference to form, motions, parallels, meridians, zones, with their characteristics, winds, currents, and the life of man, as varied by climate and civilization. Illustrations by means of globes and maps of the hemispheres, North America, including West Indies.

Fourth Grade—Outline.

Reading—Fourth Reader—As much supplementary reading as possible. Sight reading.

Spelling.—Words selected by teacher from reading, and all other lessons and school exercises. Meaning and use of all words illustrated by forming sentences. Special attention to manuscript work.

Penmanship.—Writing in copy books and on practice paper. Special attention to position of body, holding of pen, freedom and regularity of movement.

Drawing.—As directed by drawing teacher.

Arithmetic.—Decimal fractions—Practical applications of Common and Decimal fractions and their conversion one into the other. Weights and Measures continued and illustrated. Practical examples illustrating U. S. money. Mental drill on all work of the grade.

Language.—Dictation exercises continued, with special drill in use of words, capital letters and punctuation. Oral and written exercises in the use of language as the expression of thought. The parts of speech and analysis of simple sentences. Compositions on familiar subjects. Letter writing.

Geography.—United States, as a whole, completed. Outlines of the local and descriptive geography of the States. Review of previous grades.

History.—Brief outline of most important events in U. S. history, written from dictation and recited from memory. Details by talks and readings, without memorizing.

Third Grade—Outline.

Reading.—Fourth Reader—Secure as much reading, in school and out of school, as possible. Stimulate a taste for reading works on geography, history, biography, natural sciences, poetry, etc.

Spelling.—Words selected from all the studies of the Grade. Definitions must not be taught mechanically. Exercises on sounds and use of diacritical marks continued through all the grades.

Penmanship.—In copy books and blank books, at alternate lessons.

Drawing.—As directed by drawing teacher.

Arithmetic.—Denominate numbers through all their principal applications. Metric weights and measures.

Language.—Composition and letter writing continued—Construction of sentences with a view to develop a knowledge of the parts of speech. The inflexions of nouns, pronouns, verbs, adjectives and adverbs. Analysis of easy complex and compound sentences.

Geography.—South America and Europe, local and descriptive in detail. Review of previous grades.

History.—To the Revolution.

Second Grade—Outline.

Reading.—Fifth Reader. Supplementary reading continued. Particular attention to emphasis, intonations and naturalness of expression.

Spelling.—Words from reading lessons and other studies. Special attention to spelling, meaning and use of words in all written exercises.

Penmanship.—Copy book and blank book alternately. Paragraphs and business forms, such as bills, receipts, and drafts.

Drawing.—As directed by drawing teacher.

Arithmetic.—Percentage, profit and loss, commission, insurance, and interest to partial payments. Review previous grades.

Language.—Composition and letter writing continued. The rules of syntax illustrated by familiar examples. Analysis, parsing and construction of easy complex and compound sentences, with the view of teaching propriety of expression.

Geography.—Asia, Africa and Oceanica, in detail. Review preceding grade.

United States History.—Completed, in a primary book.

First Grade—Outline.

Reading.—Fifth Reader.

Spelling.—Analysis of words and their formation. Continue exercises in meaning and use of diacritical marks.

Penmanship.—Commercial and miscellaneous. Use copy book and blank book alternately.

Drawing.—As directed by the drawing teacher.

Arithmetic.—Partial payments, discount, stocks, taxes, ratio, proportion, partnership, and Custom House business. Review preceding grades. Mental, through the written work of the grade.

Language.—Composition, including impromptu exercise. Practice letter writing with instructions as to folding, directing, etc. Analysis, parsing, construction and correction of sentences.

Geography.—Complete.

History of the United States.—Review through Grammar School History.

GENERAL DIRECTIONS FOR GRAMMAR GRADES.

The minimum time per week in the several grades, for Language Lessons shall be five hours ; Arithmetic, three hours ; Penmanship, two hours ; Geography, one hour ; Drawing, forty minutes ; History (Grades, 1, 2, 3 and 4) forty minutes.

The remaining time per week to be distributed at the discretion of the Principal.

Reading.—In the reading lessons of each grade the pupils shall be required to state in their own language the subject matter of the lesson.

Prose and verse recitations shall be selected by the Principal and teacher.

Penmanship.—In all grades particular attention must be given to the proper manner of holding the pen, and the position of the body. The exercises should be such as to give ease and rapidity, as well as accuracy in style.

Blackboard instruction to be given in each grade. Dictation exercises should be given at least once a week.

Compositions.—Compositions shall be written once a week in all grammar classes, in presence of the teachers, upon subjects connected with the oral lessons of the grades, or upon subjects read and explained in the class room, and their composition shall be criticised and re-written. Home work shall be limited to the first grade.

Vocal Music, Sewing, etc.—Instruction in vocal music, sewing and other manual training can be given, whenever deemed practicable, at the discretion of the Principal.

Dictation and Correctness of Language.—Exercises in writing sentences and paragraphs from dictation, shall be given in each grade, and the pupils in all the grades shall be trained in the correction of language, and taught to avoid common errors of speech.

Arithmetic.—Rapid calculations in the simple rules of Arithmetic should be practiced by all the pupils from the lowest to the highest grade.

Physical Training.—The pupils shall be exercised daily in such a manner as to expand the lungs, develop the muscles, and impart an easy and graceful carriage to the body. Calisthenic exercises should be employed for the attainment of these objects.

Manners and Morals.—Such instruction should be given daily to the pupils of all grades as will foster a spirit of kindness and courtesy toward each other, a feeling of respect toward parent and teacher, and a love of cleanliness, order, law and truth.

Department of Public Instruction,

HOBOKEN, N. J.

GRAMMAR SCHOOL No.

MONTHLY REPORT OF

GRADE,

GRAMMAR DEPARTMENT.

For the term ending 18.....

The highest mark for lessons is 100. 90 to 100 indicates *excellent*; 80 to 90, *good*; 70 to 80, *fair*; below 70, *very poor*, with danger of removal to a lower grade. Department should be 100. Every demerit mark takes off 1.

Class Teacher,

Principal.

BOOKS ON THE LIST IN THE PUBLIC SCHOOLS IN HOBOKEN.

IVISON, BLAKEMAN, TAYLOR & CO., 753-5 Broadway, New York.

Readers.—Swinton's Series of Readers, including the Supplementary Readers and Spellers, &c. American Educational Series. Cathcart's Literary.

Mathematics.—Robinson's New Elementary Algebra. Robinson's Series of Arithmetic. Bryant's and Stratton's Bookkeeping.

Geographies.—Swinton's and Guyot's Series, including Guyot's Outline Maps.

Histories.—Swinton's Series.

Philosophy.—Cooley's New Natural Philosophy.

Physiology.—Smith's Elementary Physiology and Hygiene.

Chemistry.—Cooley's New Chemistry.

Dictionaries.—Webster Series.

Drawing.—White's System of Drawing, &c.

Charts.—Spencerian Charts.

A. S. BARNES & CO., 111-13 William Street, New York.

Readers.—Watson's Independent Series, including Spellers. Barnes' New National Series.

Geographies.—Monteith's and McNally's Series.

Histories.—Barnes' Brief History of U. S.

Grammars.—Cobbet's English Grammar. Sill's Practical Lessons. Smith's Etymology.

Physiology.—Steel's Hygienic—large and small.

Physics.—Steel's Fourteen Weeks in Physics.

Drawing.—Barnes' Series of Drawing.

Manuals.—Manuals for Teachers, 1 to 4.

Mathematics.—Davies & Peck's Arithmetics.

Rhetoric.—Hart's Rhetoric.

German.—Worman's Series.

TAINTOR BRO'S., MERRILL & CO., 18-20 Astor Place, New York.

Readers.—Webster—Franklin Series, throughout. New Franklin Series. Analytical Series.

Spelling Book.—Modern Spelling Book.

History.—Campbell's Concise History of the U. S.

Blanks.—Franklin Composition and Exercise Blanks.

Music.—Happy Hours Music Book.

D. APPLETON & CO., 1, 3 and 5 Bond Street, New York.

Readers.—Appleton's Series, including Chart Primer and Int. Fourth Readers. Cats and Dogs.

Geographies.—Appleton's Higher and Elementary Geographies. Cornel's Outline Maps.

History.—Quackenbos' Elementary (New) and American Histories:

Musie.—The Song Wave. The Wavelet.

Charts.—Appleton's Reading and Writing Charts.

Astronomy.—Lockyear's Astronomy.

SHELDON & CO., 8 Murray Street, New York.

Mathematics.—Olney's Arithmetics—First Lessons and Practical. Sheldon's Graded Examples. Olney's Algebras—Principles and Complete.

Readers.—Sheldon & Co.'s Modern School Series.

Spellers.—Patterson's Common School Spellers and Analyser.

Grammars.—Patterson's Elements of Grammar.

History.—Lossing's Outline History of U. S.

Literature.—Shaw's English and American Literature.

Philosophy.—Hooker's Philosophy.

Rhetoric.—Hill's Elements of Rhetoric.

Moral Philosophy.—Haven's Moral Philosophy.

HARPER BROTHERS', Franklin Square, New York.

Readers.—Harpers' Series.

Geographies.—Harpers' Introductory and School Geographies.

Grammars.—Swinton's Series, throughout.

VAN ANTWERP BRAGG & CO., 28 Bond St., New York.

Readers.—McGuffey's Series, and Reading Charts.

Geographies.—Eclectic Geographies.

Histories.—Thalheimer's U. S. History—Eclectic U. S. History—Primary.

Mathematics.—White's Arithmetics—Ray's Algebras.

Grammars.—Harvey's Revised Grammars.

CLARK & MAYNARD, 734 Broadway, New York.

Histories.—Anderson's Series.

Grammars.—Reed & Kellog's Graded Lessons.

Table Book.—Thompson's Table Book.

Speller.—Henderson's Test Spellers.

Diaries.—Hobb's School Diaries.

LEACH, SHEWELL & SANBORN, 16 Astor Place, New York.

Mathematics.—Greanleaf's Series of Arithmetics and Algebra—Wells' University Algebra.

Readers.—Supplementary Readers—1st and 2d books.

E. STEIGER & CO., 25 Park Place, New York.

Lehrgang.—W. Grauert's *Lehrgang der Englischen spracke*.

Reading.—Ahn Henn's *First German Book*.

Ahn Henn's *Rudiments of German Language*.

Ahn Henn's *Complete German Method*.

CHARLES T. DILLINGHAM, 678 Broadway, New York.

Histories.—Higginson's *Young Folks, U. S. History*.

“ “ “ *American Explorers*.

D. VAN WINKLE, 88 Chambers St., New York.

Reading Spellers.—Campbell's *First and Second Books*.

Composition Blanks.—Allen's *Composition Blanks, No's. 1 and 2*. Campbell's *Composition Blanks*.

GINN, HEATH & CO., 6 Bond St., New York.

Mathematics.—Wentworth's *Geometry*.

Readers.—*Supplementary Series*.

WILLIAM WOOD & CO., 56 Lafayette Place, New York.

Grammars.—Brown's *Grammars*.

PORTER, COATES & CO., 16 Astor Place, New York.

Readers.—Raub's *Readers—full series*.

Grammars.—Raub's *Grammars*.

A. LOVELL & CO., 16 Astor Place, New York.

Leaflets.—The *Graphic Reading Leaflets*.

Physiology.—Walker's *Anotomy, Physiology and Hygiene*.

Lesson on the Human Body—Part I.

POTTER, AINSWORTH & CO., 107 Chambers St., New York.

School Records.—Campbell's *School Records, Nos. 1 and 2*.

Diaries.—Campbell's *Weekly and Monthly Diaries*.

ANNUAL REPORT

OF THE

PUBLIC SCHOOL DEPARTMENT,

OF THE

CITY OF MOBOKEN.

FOR THE YEAR ENDING APRIL 30th, 1884.

SUBMITTED TO THE COUNCIL,

MAY 1st, 1884.

PREPARED BY

DAVID E. RUE,

Superintending Principal.

OFFICE OF
THE BOARD OF EDUCATION.

HOBOKEN, April 30, 1884.

To the Honorable, the Mayor and Council of the City of Hoboken.

Gentlemen:

In accordance with an ordinance of your Honorable Body, the following Annual Report of the Public School Department of this city, for the year ending April 30th, 1884, is respectfully submitted for your consideration.

MEMBERS OF THE BOARD.

First Ward.

LEWIS R. McCULLOCH, EDWIN W. GRITTEN,
WILLIAM S. WOLFF.

Second Ward.

* STEPHEN T. MUNSON, † WM. SEEĹIGSBURG,
R. A. ANDERSON, JOHN REID.

Third Ward.

WILLIAM H. HAVENS, CHARLES W. BENSON,
JOHN H. BAHRENBURG.

Fourth Ward.

JAMES HARKSEN, ANDREW BLACKBURN,
THOMAS F. HATFIELD.

OFFICERS.

EDWIN W. GRITTEN,	PRESIDENT.
LEWIS R. McCULLOCH,	CLERK.
JAMES HARKSEN,	TREASURER.

* Deceased. † Appointed to fill vacancy.

REGULAR MEETINGS,

Every Second and Last Monday of each Month.

• COMMITTEES.

Teachers, Salaries and School Government.

HAVENS,	BENSON,	HATFIELD.
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Supplies.

REID,	HAVENS,	BLACKBURN.
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Repairs.

ANDERSON,	REID,	BENSON.
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Normal School Examination.

SEELIGSBURG,	BENSON,	WOLFF.
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Library.

SEELIGSBURG,		ANDERSON,
BAHRENBURG,		HATFIELD.

School Buildings and Furniture.

BENSON,	HATFIELD,	BLACKBURN.
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Auditing.

HAVENS,	BAHRENBURG,	WOLFF.
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SCHOOL BUILDINGS.

The number of schools during the past year was nine, viz. :
 Four Public Schools, consisting of Grammar and Primary Departments, Primary Annexes to Schools No. 1 and No. 3, High School, Normal School and Evening School.

Number belonging to the city.	4
Number rented for school purposes	2

The school buildings are now in a fair condition, generally speaking, and are considerably improved since last year, though many repairs are still required. The appropriation for school buildings made last Spring was exhausted some time ago, and in consequence very little repairing has been done of late that was not absolutely necessary. The Board is aware of many changes and improvements that could be made in our buildings, which would greatly improve them, and add to the comfort and convenience of scholars and teachers, did the funds at its disposal permit it to do so. The buildings, as a rule, are well cared for by the janitors. For the most part, also, the out-buildings are in as good a condition as could be expected under the circumstances, and the defects complained of in a recent report are due rather to a faulty construction of the buildings than to a lack of care on the part of janitors. That our schools, except No. 4, do not possess any proper system of ventilation cannot be denied, but the responsibility does not rest with the Board. It is to be hoped that this important subject will receive proper consideration in the construction of the new building.

SCHOOL No. 1.

Garden Street, near Third Street.

Several needed repairs were made in this building during the summer vacation. The plastering in four rooms was taken down and replaced with board ceilings, which greatly increased the ex-

penditures for this building, but was cheaper in the end, besides removing the danger from falling plaster.

The ceilings in several other rooms should be replaced with boards during the coming vacation. The flues are defective, and trouble is experienced every week in starting the fires. New flues will have to be built on the outside from the foundation to overcome the whole difficulty. Two rooms on the ground floor, one in each wing, are seriously wanting in quantity and quality of light. On cloudy days, and during the afternoons of the winter months, these rooms are so deficient in light that the ordinary exercises of the class room have to be suspended. The rooms on the second and third floors are commodious and well lighted. The settees in the front room in the north wing should be replaced with desks. This is the only room that does not possess proper desks. The water closets and the yards need repairing. Some painting, kalsomining, repairing of black-boards, &c., constitute the principal repairs. The building is heated with stoves. The janitor is faithful in the discharge of his duties.

ANNEX.

Four years ago this September, in order to relieve the crowded condition of School No. 1, the basement of the German Church on Garden street, below Second street, was rented for school purposes. Three classes were organized, two for girls and one for boys. The rent for the last two years was six hundred dollars (\$600), which includes the heating and services of a janitor. It was the only available building in the vicinity, that the Board could secure at a moderate cost, and that would answer for a class room. While it furnished accommodations for the children in the neighborhood at that time, it is altogether inadequate now, even when every available space is occupied. Since September, the boys' class has been so large as to require an assistant for the regular teacher, the class sometimes having over one hundred pupils. The girls' classes were relieved by using the small room adjoining the large one, as a class room for about twenty-five scholars. The room has only one window, and is about twelve (12) feet square. Last year it was abandoned as a class room during the winter months, but having been

provided with a small stove, and there being no room elsewhere for these children, the Board continued the class from necessity.

SCHOOL No. 2.

Garden Street near Ninth Street.

This building is kept clean, and in good order. It is heated by stoves, and is ventilated by means of doors, windows and ventilating flues, the latter, however, being of very little use.

The following repairs are necessary : All the floors are in poor condition, and in some rooms, new floors will be necessary. The stairs in the wings are in bad condition, especially those on the north side of the north wing, and an additional stairway is needed in the south wing. This wing is occupied by the Female Department, and has no stairway opening into the alley which leads to the gate. The Fire Drills of the past year have developed the fact that it takes about twice the time to empty the south wing that is required to empty the north wing, the number of scholars being about equal.

Several rooms are without book-closets, which are very necessary for the preservation of books, during vacations ; a small closet or cabinet in each room would be a very great saving.

More blackboard space is needed in several rooms.

New scholars have been refused admission to classes where all the available accommodations were already occupied. The janitor's rooms were vacated, and two very convenient class rooms have been fitted up, and are now ready for the furniture, and when occupied, will greatly relieve the over-crowded classes.

SCHOOL No. 3.

Adams Street near Third Street.

With regard to School No. 3 we think we cannot do better than quote that portion of last year's report relating to its sanitary condition ; as the things then complained of, still exist.

The three rooms reported as being badly located, and illy ventilated, are still used as class rooms, though every day spent in

them during the warm weather, must seriously affect the health of both teachers and scholars. The suggestion of the Board for the removal or remedying of this evil, was partly carried out by appropriating \$1,800 for the purchase of the lots in the rear of the building. This sum not being sufficient, the purchase was not made. It is absolutely necessary that these lots be secured before tenement houses, with their numerous water closets are erected thereon, thereby adding more poison to the already surcharged atmosphere, besides shutting out the light from rooms that are already too dark. To remedy to some extent the overcrowding in the primary department, a building known as the "Baptist Mission" was rented at an annual rent of \$360, and we had placed therein four classes, two of boys and two of girls—about two hundred and fifty pupils in all. Yet, notwithstanding that so large a number of children were provided for, the attendance at No. 3 did not seem to be reduced to any appreciable extent. Some two hundred children have since had to be refused admission for want of room.

During the past winter a good deal of annoyance was caused by the want of a sufficient number of flues in the north wing of the building, gas accumulating in the rooms to such an extent, that on several occasions it was found necessary to dismiss the classes occupying those rooms. An attempt was made to remedy this, by putting up pipes on the outside of the building to act as temporary flues; but the experiment was only partially successful. Proper flues will have to be erected before next winter to prevent a recurrence of the annoyance.

The building is heated by stoves, and is kept clean by the janitor. The following repairs are needed: Resetting of some flags in yard, proper fasteners for window blinds, door-knobs, cords in windows, &c., repairing of water closets; new roof for front part of building. Back stairways to be kalsomined; furniture requires varnish; window-shades for front windows. New desks for primary department; settees are now used, but are not suitable, the children doing so much slate-work.

SCHOOL No. 4.

Park Avenue, between Fifth and Sixth Streets.

This school is the only one heated by steam. Some additional radiating surface was added to several rooms during the summer vacation, which greatly improved the heating of this building, yet it was found necessary during the extreme weather of the past winter for the engineer to keep up fires during several nights in order to maintain a proper temperature to receive scholars in the morning.

The salary of the engineer is sixty dollars (\$60) a month.

The following repairs are necessary for the present year: Six sliding doors, eleven door locks and nine desk locks; kalsomining, repairing walls and the ceiling on top floor. Some desks, a few window cords and frames, gate posts and locks, two inside wooden blinds, three new radiators, and one water closet. The roof and boiler need mending and the chimneys cleaning.

HIGH SCHOOL.

The High School occupies a portion of School Building No. 4.

One hundred and twelve (112) candidates presented themselves at the examination for admission to the High School, in June of last year, one hundred and seven (107) being from the Public Schools. Of the above numbers, seventy-three (73) were admitted, five (5) of whom were from the Private Schools.

Number of graduates from High School in 1883.....	15
Number of High School graduates who graduated from Normal School.....	8
Number of graduates in Stevens' Institute.....	4

EVENING SCHOOL.

While evening schools are intended to benefit a class which should be only too glad of the opportunity for mental improvement, having neglected or never enjoyed the advantage of the day schools; yet it is found that evening schools here, as well as in other places, are not appreciated as they should be. The past

winter was no exception to what has been the general complaint, viz.: irregular attendance on the part of many who gain admission. The question of regular attendance is one of great importance, and as an aid to this end we would ask that in future parents will interest themselves, and see that their children who are unable to attend the day schools are sent regularly during the entire term to those provided for them in the evening. Parents or guardians are required to accompany their children to obtain cards of admission for them, but few ever after evince any interest whatever in their attendance. In some cities, the practice of charging a small fee—the fee to be returned to pupils if their attendance and deportment have been satisfactory throughout the term, has worked well, and may be found worth a trial here, as more regular attendance is the main thing requisite to the success of the evening schools. The Evening School was opened in School No. 1 on the 1st of November, and continued in operation four months. Nine classes were organized, two of them being for girls. The German classes were continued the same as last year, and being composed chiefly of adults, the attendance was much better than that of the other classes. The total number enrolled was 512, the average attendance; 228.

The following table shows the total enrollment, the average enrollment and average attendance in each of the schools:

SCHOOLS.	Total Enrollment.			Average Enrollment.			Average Attendance.		
	Boys.	Girls.	Total.	Boys.	Girls.	Total.	Boys.	Girls.	Total.
School No. 1....	510	603	1113	447	514	961	385	417	802
School No. 2....	623	665	1288	434	463	897	386	391	777
School No. 3....	904	777	1681	648	578	1226	565	500	1065
School No. 4....	563	601	1164	475	489	964	401	417	818
High School.....	60	88	148	56	79	135	54	76	130
Totals	2660	2734	5394	2060	2123	4183	1791	1801	3592

Total number enrolled 5,394

Average number enrolled 4,183

Average attendance 3,592

The average attendance for this year is 308 more than last year.

The following table shows the number of teachers (including the monitresses), the number of class rooms, and the salaries paid teachers and janitors in each school, for year ending, April 30, 1884.

NAMES OF SCHOOLS.	Number of Teachers.	Number of Class Rooms.	Salaries paid Teachers.	Salaries paid Janitors, including Engineer.	Total Salaries.
School No. 1.....				\$960 00	
With Annex.....	22	19	\$12,469 64		\$13,429 64
School No. 2.....	23	22	13,106 55	960 00	14,066 55
School No. 3.....					
With Annex.....	30	25	14,976 21	1,040 00	16,016 21
School No. 4.....	20	20	12,160 29	1,230 00	13,390 29
High School.....	5	4	2,664 00		2,664 00
Evening School.....	9	9	1,091 00	120 00	1,211 00
Normal School.....	3	3	450 00		450 00
Total.....	112	102	\$56,997 69	\$4,310 00	\$61,227 69

GERMAN.

The German Language is taught in fourteen classes in the Grammar Departments, and in the five High Classes; the instruction in the higher grades being conducted by the principal of this Department, in the lower grades by the assistant teacher.

The total number of pupils enrolled is 590; the average number on register, 471, and the average attendance, 419.

The yearly salary of the principal is \$1,350, that of the assistant teacher was increased November 1st, 1883, from \$720 to \$900 per year. The German Language is recognized as an important factor in our system of education, not only on account of its being valuable to our boys and girls in the social and business relations of life,

but as furnishing an opportunity for the study and comparison of the same subjects in two languages. Among modern languages there is no other one that can be studied by our children with greater profit. The instruction embraces the theory and formation of the language, as well as the practical skill in reading, writing and speaking it. Our scholars of English parentage may not become German linguists before leaving school, but they may, from the conversational method of teaching it, acquire sufficient knowledge to meet the ordinary wants of business.

Pupils are examined in German for promotion in, and graduation from the High Classes.

NORMAL SCHOOL.

This school is held in school No. 1, every Saturday forenoon, from 9 to 12 o'clock of each school week. The Normal School was established some twelve years ago, and with few exceptions our teachers are in possession of the City Diploma awarded to graduates from this Department. Besides the Diploma, which relieves the holder, after two years' experience in teaching, from further attendance, three grades of certificates are issued in accordance with the State Law governing the appointment of teachers. These certificates must be renewed annually. Thorough and commendable work was done during the past year, and the present excellent condition of our schools is largely due to the drill and aid given in the Normal School. The annual examination was held in October and November of last year, and twenty-seven members of the school received Diplomas of graduation. The number on register is sixty-four (64), and the average attendance is forty-four (44).

DRAWING.

Drawing is in charge of a special teacher, and is taught in the Grammar and High Classes. We think its utility is so well known that we need not call attention to its importance as a branch of study and a valuable element in a common-school education. The training of the hand, the discipline of the eye, and the corrected and cultivated tastes which are the outgrowths of the art, will all be of great service to our children in the practical pursuits of life.

LIBRARY.

The Library for the use of the scholars is located in School No. 4, and books are given out on Monday afternoon of each school week.

Pupils of the High School, of the First and Second Classes of the Grammar Schools, and the Teachers are entitled to the use of the books of this Library.

The Library is growing in importance, both in the increasing number of books it contains, and as a valuable aid to teaching. The eagerness shown by the boys and girls on Monday afternoons is evidence of the interest taken by them in the Library. Young people *will* read, and if their homes are not supplied with reading matter they will seek it elsewhere. Where good, wholesome stories of adventures, travels, &c., are within the reach of all, vicious, demoralizing literature is not so apt to be found in their hands.

We know that "a good book is a great instructor," and consequently much can be done to add instruction to pleasure in a library. Great care is required in the selection of books so as to meet the demands of the readers, and yet elevate, as well as cultivate, a taste for good reading.

The accommodations of the Library are exceedingly limited. When the old books are collected at the end of the school year there will not be sufficient room for them in the cases, and when the new books are added there will be no place whatever in which to put them. It is well on this account that there has been such delay in the purchase of books, but something should be done to remedy this at once. The sum of ninety dollars (\$90) was appropriated some months ago for books, but, as before mentioned, the purchase has been unavoidably delayed, but is now being made; therefore the number of books contained in the Library is the same as that of last year.

TEACHERS' MEETINGS.

The object of these meetings has been fully stated in previous reports. The programme adopted, and so successfully carried out last year was continued during the present year. Besides affording

the teachers an opportunity for a free interchange of ideas upon methods of teaching and subjects of general interest relating to school work, lectures have been delivered by prominent educators on topics bearing upon the condition and status of schools elsewhere. And thus many of our teachers have received broader views of their respective duties, and valuable suggestions, the good effects of which are plainly discernible in more effective class work. Some, however, we are sorry to add, look upon these meetings as a hardship and an unwarrantable draft upon their time.

AGGREGATE OF SALARIES FOR YEAR ENDING APRIL 30, 1884.

Amount of salaries School No. 1, including Annex.	\$13,429 64
Amount of salaries School No. 2.	14,066 55
“ “ “ “ 3, including Annex.	16,016 21
Amount of salaries School No. 4, including Engineer's salary.	13,390 29
Amount of salaries, High School.	2,664 00
“ “ Evening School.	1,211 00
“ “ Normal School.	450 00
“ “ German Language	2,160 00
“ “ Drawing.	900 00
Salary of Librarian.	100 00
Salary of Senior Principal.	175 00
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Total of salaries, exclusive of Clerk's and Treasurer's salaries.	\$64,562 69
Clerk's and Treasurer's salaries.	500 00
And other expenses, supplies, repairs, and rent of two Annex Schools, &c.	12,268 09
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Total expenses.	\$77,330 78

The following table exhibits the number of children in the city, of school age (between five and eighteen years), and the increase for each of the following years :

Year.	Census.	Increase in Census.
1878,	8,729	42
1879,	9,387	658
1880,	9,889	502
1881,	9,996	107
1882,	10,398	402
1883,	10,660	262

From this it will be seen that during the past six years there has been an increase of 1,973, or over twenty-two per cent., in the number of children entitled to school accommodations. If to this number is added the probable increase for the present year, 1884, there will be at least 2,300 children more than is shown by the census of 1878. During this time the city has built only one school building (in 1878), which was completely filled one month after it was opened. More school accommodations are imperatively needed in this city, and should receive the immediate and thoughtful consideration of your Honorable Body. In three preceding reports the Board urgently requested that some action be taken which would relieve the over-crowded condition of the schools, and enable it to accommodate all the children who applied for admission. From year to year the demand has increased until now this important and urgent question of a new school building must be met. The city is now paying nearly one thousand dollars for the rent of two Annexes, which, although crowded, cannot accommodate more than four hundred children, while at least that number are deprived of accommodations. Besides, they are, both from educational and sanitary standpoints, unfit for school purposes. The children are all in one room in each building and in consequence the best educational results are not obtained, the classes of necessity interfering with each other's work. But over and above their mental training the physical needs of our children cannot be properly cared for in these Annexes. The subject of school hygiene is engaging the attention of our ablest educators and legislators, as being intimately related to our future prosperity and happiness as a people. In the interests of health and of the proper care of the young, what are the facts in regard to these Annexes? And how far do they meet the requirements of the sanitary conditions admitted to be

necessary for school rooms. In the Annex on Garden street, the main room is thirty-five feet by thirty-three feet, and ten and a half feet high, which would give to each of the 170 pupils a floor space of less than seven square feet, and a cubic air space of about seventy-two cubic feet. It is admitted by the highest authorities on sanitary subjects that a floor space of 15 square feet, and an air space of 220 cubic feet are required for each scholar; and then it is necessary to change the air of the room seven times per hour. The Annex of School No. 3 would give, perhaps, a larger average to each pupil, but whatever advantages it has from within is clearly counteracted by the nuisances that exist on the outside of it. (See report of Health Officer.)

Do not the figures and facts here presented warrant the Board in asking your Honorable Body to furnish the city with another school building? In September, at the usual rate of increase in the school-going population, the question, How shall the children be accommodated? will be one of grave importance.

A TRIBUTE OF RESPECT.

In February the Board sustained a loss by the death of one of its oldest members, Stephen T. Munson, a Trustee from the Second Ward. The Board, at a special meeting, has put upon its record a resolution expressing "its sincere appreciation of the character of Trustee Munson, who has executed the duties of his office in a manner deserving the high regard of this Board, and of the citizens of the city of Hoboken."

Mr. Munson's term of service covered a period of over ten years. The Board-room was draped in mourning for thirty days.

OUR SCHOOLS.

The general condition of the schools for the past year has been good. While we do not claim that no mistakes have been made, and while there are doubtless some improvements yet needed, we think we are justified, upon a review of the year's work, in saying that there has been a general advance all along the line, and that

our teachers, as a body, are zealous and earnest workers, deserving the support and confidence of the patrons of the schools. Few, unacquainted with school affairs, realize the nervous strain and exhausting work that are required of the earnest, faithful teacher. A visit of one hour to a primary class, especially of boys, will convince the most skeptical that the position of the teacher is not a sinecure. "Teachers make the schools," is a true saying, but without recognition and co-operation of parents, the results will always be more or less unsatisfactory. We are glad to note that there is a growing sentiment in the community which recognizes the necessity of concert of action and unity of purpose between parents and teachers. While good work through the year has been done in all the Departments, there has been a noticeable progress in primary classes, in the adaptation of the instruction to the capacities of the children. New means and methods are gradually being adopted, instead of the routine teaching once so common in primary work. The training in written and oral expression has received great attention, and the results in classes not over-crowded are deserving of special mention. On the whole, the schools are in good working condition, with a hopeful outlook for the future.

But few changes have occurred during the year in our corps of teachers—four vacancies in all—three by resignation, and one by death. Miss Elizabeth Kennedy, a teacher in School No. 3, was prostrated by sickness during the summer vacation, and after a brief illness, passed away. She was an earnest and conscientious teacher, and all who knew her lamented her untimely departure.

The fire drill has been observed in each school every week, when the weather permitted. Most of our buildings can be emptied of scholars in less than two minutes after the signal is given.

We deem it our duty to renew the request made in last year's report, concerning the appointment of a Truant Officer from the Police Force for the day schools. Truancy is a serious evil in the schools, and is due to want of parental care and watchfulness. Principals are not able to suppress it without some outside aid. The very fact that the schools possessed such an Officer, would have a restraining influence on those who are now truants, and prevent many from joining their ranks. The course of study, length of sessions,

and other details of the organization of the schools may be found in the Manual.

In the management of the schools, it has been our aim to make them as efficient as are those of our neighboring cities, at the same time to carefully watch expenditures, satisfying ourselves that money be not expended without securing an equivalent. All supplies are promptly furnished, and our scholars are not compelled to buy anything.

In conclusion, we feel that the words used by our State Superintendent in closing a recent address, are applicable here: "Let us give hearty and liberal support to our schools, and let us stand as one man in the defence of the grand results we have achieved, firmly resolving at the same time that we will make results in the future still grander."

Respectfully submitted,

E. W. GRITTEN,
President.

LEWIS R. McCULLOCH,
Clerk.

TEACHERS' NAMES, RESIDENCES, GRADES, DATES OF APPOINTMENT, SALARIES, &c.

HIGH SCHOOL.

Located in School No. 4.

NAMES.	RESIDENCE.	Date of Appointment.	Class.	Grade of Teacher.	Annual Salary.	Average Attendance.	Seating Capacity.	Average Age of Pupils.
Abraham J. Demerest	352 Willow St.	1884	1.	Principal.	\$1,500 00	43.4	48	16 $\frac{1}{2}$
Pauline Kayser	383 Park Ave.	1875	2.	1st Assist.	720 00	37.1	48	15 $\frac{1}{16}$
Jennie E. Barklew	298 Bloomfield St.	1877	3.A.	2nd "	600 00	31.1	34	15
Elta B. Allen	415 Willow St.	1881	3.B.	3rd "	540 00	25.8	34	14 $\frac{3}{4}$

GERMAN DEPARTMENT FOR ALL SCHOOLS.

Dr. Wm. Prior	176 Wash. St.	1873		Principal.	\$1,350 00			
Henrietta M. Goos	10 Tenth St.	1884		1st Assist.	900 00			

DRAWING DEPARTMENT.

Edward Hostmann	309 Van Houton St., Paterson.	1881		Principal.	\$900 00			
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TEACHERS' NAMES, RESIDENCES, GRADES, DATES OF APPOINTMENT, SALARIES, &c.

HIGH SCHOOL, located in School No. 4.—*Continued.*

NORMAL SCHOOL.

NAMES.	RESIDENCE.	Date of Appointment.	Class.	Grade of Teacher.	Annual Salary.	Average Attendance.	Seating Capacity.	Average Age of Pupils.
David E. Rue.....	332 Garden St.....	1872		Principal.	\$150 00			
Jeremiah Kelly.....	273 Bloomfield St.....	1874		1st Assist.	150 00			
Wm. A. Campbell.....	441 West 57th St., N. Y.....	1874		2nd "	150 00			

SCHOOL No. 1.

Garden St. near 3rd St.

David E. Rue.	332 Garden St.....	1869	1st	Principal.	1,500 00			
Leleka Allen.....	235 Ogden Ave., J. C.....	1868	Mixed	Vice Prin.	1,200 00	30	32	13½
Marie H. Vose.....	230 Bloomfield St.....	1873	Infant Class	2d Vice Prin.	600 00	40	48	6½

MALE DEPARTMENT.

Angeline Burnett.....	149 Cole St., J. C.....	1867	2nd	1st Assist.	\$648 00	29	34	13 $\frac{1}{2}$
C. C. Attwell.....	431 W. 21st St., N. Y.....	1869	3rd	2nd "	594 00	32	48	12 $\frac{1}{2}$
Annie E. Finn.....	32 Bethune St., N. Y.....	1873	4th	3rd "	540 00	38	40	12
Camilla Moreno.....	664 Ocean Ave., J. C.....	1875	5th	4th "	540 00	38	40	11
Jessie Borthwick.....	104 Bloomfield St.....	1877	6th	5th "	486 00	42	46	10 $\frac{1}{2}$
Nellie P. McCain.....	294 Garden St.....	1877	7th	6th "	453 60	43	48	9 $\frac{1}{2}$
Mary L. McDonnell.....	260 Grand St.....	1879	8th	7th "	453 60	52	50	8 $\frac{1}{2}$
Addie Harding.....	168 Garden St.....	1883	9th	8th "	432 00	48	52	8
Ida Schrader.....	260 Garden St.....	1884	10th	9th "	300 00	40	40	7
Selina F. Jackson.....	52 Bloomfield St.....	1884	11th	10th Assist. on probation.	300 00	40	40	7
Anna J. Meharg.....	138 Ocean Ave.....	1885	12th	10th Assist. on probation.	300 00	40	40	6

FEMALE DEPARTMENT.

Ida A. Booth.....	284 Bloomfield St.....	1877	2nd	1st Assist.	\$648 00	31	44	13 $\frac{1}{2}$
Gertrude L. Barton.....	645 Palisade Ave., J. C.....	1878	3rd	2nd "	594 00	34	34	12 $\frac{1}{2}$
Jennie Reid.....	399 Bloomfield St.....	1879	4th	3rd "	540 00	37	40	12 $\frac{1}{2}$
Isabel E. Jackson.....	52 Bloomfield St.....	1880	5th	4th "	540 00	39	48	11 $\frac{6}{16}$
Mary Coghill.....	300 Willow St.....	1880	6th	5th "	486 00	37	42	11
Sarah H. Michell.....	300 Willow St.....	1880	7th	6th "	453 60	51	58	10 $\frac{7}{16}$
Fanny Hill.....	104 River Terrace.....	1880	8th	7th "	453 60	46	50	9 $\frac{1}{16}$
Marion E. Jackson.....	52 Bloomfield St.....	1882	9th	8th "	432 00	48	54	8
Clara V. Havens.....	153 Garden St.....	1882	10th	9th "	432 00	53	64	7 $\frac{1}{4}$
Frances Clinton.....	15 Hudson St.....	1884	11th	10th "	432 00	45	40	7
Maggie Tallon.....	— Bloomfield St.....	1885	12th	10th A	300 00	45	40	6
Patrick Halloran.....	209 Willow St.....			Janitor.	960 00			

TEACHERS' NAMES, RESIDENCES, GRADES, DATES OF APPOINTMENT, SALARIES, &c.

SCHOOL No. 2.

Garden St. bet. 9th & 10th Sts.

NAMES.	RESIDENCE.	Date of Appointment.	Class.	Grade of Teacher.	Annual Salary.	Average Attendance.	Seating Capacity.	Average Age of Pupils.
John W. Lycett.....	259 Garden St.....	1879	1st	Principal.	1,500 00			
Margaret P. Stanley	East Orange, N. J.....	1867	Mixed	Vice Prin.	1,200 00	33.6	30	13½

MALE DEPARTMENT.

Helen E. Tift.....	315 Garden St.....	1870	2nd	1st Assist.	\$648 00	24	32	13
Nellie G. Howard.....	159 Washington St.....	1872	3rd	2nd "	594 00	27.4	34	12½
M. T. Hedges.....	403 Garden St.....	1870	4th	3rd "	540 00	28.3	34	12
Addie R. Van Pelt.....	27 Tenth St.....	1870	5th	4th "	540 00	26.8	36	11½
Lotie Des Noyers.....	24 Second St.....	1874	6th	5th "	486 00	37	36	10½
Mathilde A. Jeanneret.....	4 Tenth St.....	1877	7th	6th "	453 60	41.6	38	10
Alice S. Mills.....	284 Washington St.....	1878	8th	7th "	453 60	37.6	38	9
Susie W. Applegate.....	152 Willow St.....	1878	9th	8th "	432 00	44.3	40	8
Emma F. Iachuke.....	276 Park Ave.....	1883	10th	9th "	432 00	40.6	40	8
Minnie Chamberlain.....	51 Bloomfield St.....	1883	11th	10th "	432 00	38.5	48	7
Addie Bates.....	324 Willow St.....	1883	12th	11th "	432 00	31.7	47	6
Mary Sullivan.....	67 Clinton St.....	1885	13th	11thA "	300 00	32	47	6

FEMALE DEPARTMENT.

Marie Gourlie.....	220 E. 19th St., N. Y.....	1868	2nd	1st Assist.	\$648 00	29.7	34	12½
Kate Bovingdon.....	97 Charlton St., N. Y.....	1870	3rd	2nd "	594 00	29.9	34	12
Virginia Harry.....	131 E. 43d St., N. Y.....	1872	4th	3rd "	540 00	34	38	11½
L. A. Soran.....	165 Garden St.....	1876	5th	4th "	540 00	38.4	38	11
Sophia G. Schrader.....	260 Garden St.....	1878	6th	5th "	486 00	45.7	38	10
Mary C. Applegate.....	152 Willow St.....	1879	7th	6th "	453 60	41	42	9½
Lavinia Reid.....	397 Bloomfield St.....	1881	8th	7th "	453 60	48 4	48	9
Sarah M. Vandenberg.....	348 Garden St.....	1878	9th	8th "	432 00	41.5	48	8
Marie Bollenhagen.....	35 South Oxford, B'klyn.....	1882	10th	9th "	432 00	49.6	50	7
Charlotte E. Lambert.....	22½ Tenth St.....	1882	11th	10th "	432 00	39.6	50	6½
Ida F. Thies.....	71 Park Avenue.....	1884	12th	10th A "	432 00	36.5	48	6
		1885	13th	10th B "	300 00	33.5	40	5½
Edward Forbes.....	386 Garden St.....	1880	Mixed	Janitor.	960 00			

SCHOOL No. 3.

Adams St. bet. 2nd & 3rd Sts.

Jeremiah Kelly.....	273 Bloomfield St.....	1871	1st	Principal.	1,500 00			
Sara A. Cunningham.....	282 Park Ave	1868	Mixed	Vice Prin.	1,200 00	29	32	12

TEACHERS' NAMES, RESIDENCES, GRADES, DATES OF APPOINTMENT, SALARIES, &c.

SCHOOL No. 3, Adams St. bet. 2nd & 3rd Sts.—Continued.

MALE DEPARTMENT.

NAMES.	RESIDENCE.	Date of Appointment.	Class.	Grade of Teacher.	Annual Salary.	Average Attendance.	Seating Capacity.	Average Age of Pupils.
Jennie McCausland	287 Garden St.	1871	2nd	1st Assist.	\$648 00	31	34	12½
Mary E. Lawler	697 President St., B'klyn.	1871	3rd	2nd "	594 00	31	46	11
Mary L. Lawler	23 Sixth St.	1873	4th	3rd "	540 00	38	42	11
Sarah Upton	327 Willow St.	1873	5th	4th "	540 00	38	50	11
Teresa J. Lambert	221 Tenth St.	1874	6th	5th "	486 00	40	46	10
Grace C. Child	33 Eighth St.	1879	7th	6th "	453 60	40	50	9½
Carrie Votteler	111 Hudson St.	1879	8th	7th "	453 60	41	46	9
Cora E. Joeckel	269 Garden St.	1881	9th	8th "	432 00	42	42	9
Louise Moch	302 Garden St.	1881	10th	9th "	432 00	40	38	8½
Kate C. Hourigan	126 Clinton St.	1883	11th	10th "	432 00	35	60	8
Mamie Henternhoff	103 High St., W. H.	1883	12th	10thA "	432 00	48	42	7
Addie Booth	152 Park Avenue.	1883	13th	10thB "	432 00	39	36	7
Pauline Boesen	198 Bloomfield St.	1884	14th	10thC "	432 00	38	49	7
Amelia Beck	204 Palisade Ave., J. C. H.	1884	15th	10thD Assist. on probation.	300 00	54	49	6½
N. E. Leonard	139 Bloomfield St.	1885	16th	10thE Assist. on probation.	300 00	53	49	6

FEMALE DEPARTMENT.

Letitia E. Robinson.....	120 Garden St.....	1871	2nd	1st Assist.	\$648 00	29	34	11½
Laura Herbert.....	263 Bloomfield St.....	1872	3rd	2nd "	594 00	39	44	11
Clara M. Ward.....	294 Garden St.....	1873	4th	3rd "	540 00	37	44	11
Jean Livingston.....	408 Hudson St.....	1874	5th	4th "	540 00	38	48	10½
Georgina F. Kellett.....	154 Willow St.....	1874	6th	5th "	486 00	38	46	10
Henrietta Harrison.....	321 Park Ave.....	1876	7th	6th "	453 60	42	52	10
Helen M. Herbert.....	263 Bloomfield St.....	1879	8th	7th "	453 60	40	44	8½
Ella E. Hourigan.....	Adams St. near 12th.....	1879	9th	8th "	432 00	46	42	9
Ella Smith.....	155 Washington St.....	1879	10th	9th "	432 00	45	45	8½
Emma F. Lefman.....	252 Garden St.....	1881	11th	10thSt. "	432 00	39	65	8
Golda A. Corea.....	101 Ship Ave., J. C.....	1881	12th	10thA. "	432 00	53	50	6½
Mattie C. Shilcock.....	344 Bloomfield St.....	1883	13th	10thB. "	432 00	60	49	6
Kittie J. Myddleton.....	61 Park Ave.....	1883	14th	10thC. "	432 00	56	49	6
Mrs. McIntyer.....	97 Adams St.....	1880		Janitress.	960 00			

SCHOOL No. 4.

Park Ave. near 6th St.

Wm. A. Campbell.....	441 W. 57th St. N. Y.....	1874	1st Mixed Infant	Principal.	1,500 00		28	14
Elizabeth A. Allen.....	415 Willow St.....	1871		Vice Prin.	1,200 00	30		
Laura Brück.....	28 Hudson St.....	1877		2nd Vice "	600 00	60	65	6

MALE DEPARTMENT.

Annie J. Kearney.....	32 Bethune St., N. Y.....	1873	2nd	1st Assist.	\$648 00	27	28	13.6
Annie A. Higgins.....	533 Pavonia Ave., J. C.....	1873	3rd	2nd "	594 00	31.5	38	12½
Sarah Booth.....	152 Park Avenue.....	1876	4th	3rd "	540 00	34.5	38	11.4
A. Sherwood.....	Passaic, N. J.....	1875	5th	4th "	540 00	28.7	28	10½
Flora C. Niven.....	104 River St.....	1879	6th	5th "	486 00	32.9	38	10.4
Juliette Jeanneret.....	4 Tenth St.....	1878	7th	6th "	453 60	49	38	11.
Annie Moore.....	380 Bloomfield St.....	1878	8th	7th "	453 60	54	52	8.
Hattie Chamberlain.....	51 Bloomfield St.....	1882	9th	8th "	432 00	50	52	8.
Tillie Henry.....	191 Washington St.....	1882	10th	9th "	432 00	42	42	8.

TEACHERS' NAMES, RESIDENCES, GRADES, DATES OF APPOINTMENT, SALARIES, &C.

SCHOOL No. 4, Park Ave. near 6th St.—Continued.

FEMALE DEPARTMENT.

NAMES.	RESIDENCE.	Date of Appointment.	Class.	Grade of Teacher.	Annual Salary.	Average Attendance.	Seating Capacity.	Average Age of Pupils.
Louisa Bailey.....	28 Greenwich Ave., N. Y.	1869	2nd	1st Assist.	\$648 00	85	38	13.
Ella V. Christie.....	61 Morton St., N. Y.....	1872	3rd	2nd "	594 00	30.1	88	12.5
P. F. Leveridge.....	27 Tenth St.....	1875	4th	3rd "	540 00	26	28	11+
Mary A. Lambert.....	22 $\frac{1}{2}$ Tenth St.....	1877	5th	4th "	540 00.	39.4	38	11+
Kate Bates.....	324 Willow St.....	1878	6th	5th "	486 00	41.3	38	10.4
L. M. Miller.....	24 Tenth St.....	1878	7th	6th "	453 60	44.6	52	10.
Alberta Bogert.....	17 Halsey St., B'klyn.....	1878	8th	7th "	453 60	51.4	52	8.6
Jessie Wendover.....	34 Seventh St.....	1883	9th	8th "	432 00	49	52	7.
Mary Borthwick.....	104 Bloomfield St.....	1884	10th	9th "	300 00	65	65	6.
Patrick Sullivan.....	186 Park Avenue.....	1878		Janitor.	870 00			
Wm. P. Mullin.....	94 Willow St.....	1884		Engineer.	$\frac{1}{2}$ year, 360 00			

OFFICIAL LIST OF MONITRESSES.

NAMES.	RESIDENCES.	When Appointed.	Normal School Qualification when Appointed.
1. Louise Hoehnle.....	285 Garden St., Hob.	Feb. 26, 1883.	1st Grade.
2. Louise Willig.....	211 " " "	Sept. 29, 1884.	Diploma.
3. Lulu J. Husey.....	90 Seventh " "	Jan. 14, 1884.	1st Grade.
4. Annie Black.....	294 Park Av., " "	Feb. 12, 1883.	" "
5. L. Kierstedt.....	159 Jackson Av., J. C.	Jan. 29, 1883.	3rd "
6. Emma Idell.....	338 Willow St., Hob.	" 29, 1883.	3rd "
7. Stella Swart.....	9 Washington St., Hob.	Sept. 29, 1884.	Diploma.
8. Emma Jackson.....	32 Bloomfield "	" "	" "
9. Jane Kelly.....	273 " "	" "	" "
10. Emily Upton.....	327 Willow " "	" "	" "
11. Lizzie Kirk.....	12 Garden " "	" "	" "
12. Emily Steil.....	52 Fifth " "	" "	" "
13. Mary Kivlon.....	188 Grand " "	" "	" "
14. Annie Harrison.....	321 Park Av., " "	" "	" "
15. Pauline Stursburg.....	257 Garden St., " "	" "	" "
16. W. McCain.....	294 " "	" "	" "
17. Belle Donnellan.....	86 Park Av., " "	" "	" "
18. Mabel Zeno.....	346 Bloomfield St., " "	" "	" "
19. A. Beese.....	229 Garden " "	" "	" "

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FOR THE

Government of the Schools.

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